

Import / Export data

Exchange data with another Vault product.

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Import / Export Data Overview

Data can be imported into or exported from either an **Individual Vault** or a **Shared Vault**.

In this way, data can be exported from one vault and the data reimported into another Vault.

- **Import Data:** Data can be imported into a Vault using a **variety** of **file formats**. Data is **encrypted locally** before being sent to the server for storage.
- **Data Import Errors** : If the data does not conform with the WALLIX Enterprise Vault data requirements, a **data import error message** is displayed. The data can be **corrected** before being imported.
- **Export Unencrypted Vault:** A Vault can be exported and downloaded to your computer without first being encrypted. This is possible for Individual and Shared Vaults.
- **Export Encrypted Vault:** A Vault can be encrypted using one of two methods (**Account restricted** or **Password protected**) before being exported.
- **Reimport Encrypted Export:** When data is exported using the **Account Restricted** method, it can be **reimported** into the **same vault**.

Import Data

This procedure applies to **Individual Vaults** and **Shared Vaults**.

From the **Tools Menu**, click **Import data link**. The **Import data screen** is displayed.

TOOLS

- Generator
- Import data**
- Export vault

Import data

Import destination (required)

My vault

Folder

-- Select a folder --

Select this option if you want the imported file contents moved to a folder

File format (required)

Chrome (csv)

CHROME (CSV) INSTRUCTIONS

See detailed instructions on our help site at <https://wallix.com/help/import-from-chrome/>

Select the import file

Choose File names.csv

or copy/paste the import file contents

Import data

From the **Import Destination dropdown**, choose a Vault into which to import the data. This field is **mandatory**.

From the **Folder dropdown**, choose the folder into which to import the data. This field is **optional**.

*For **Shared Vaults**, the **Collection dropdown** is displayed **instead** of the Folder dropdown.*

From the **File format dropdown**, choose the file format of the file to import. **Instructions** are displayed relative to the file format chosen. This field is **mandatory**.

From the **Select the import file field**, locate and choose the file to import.

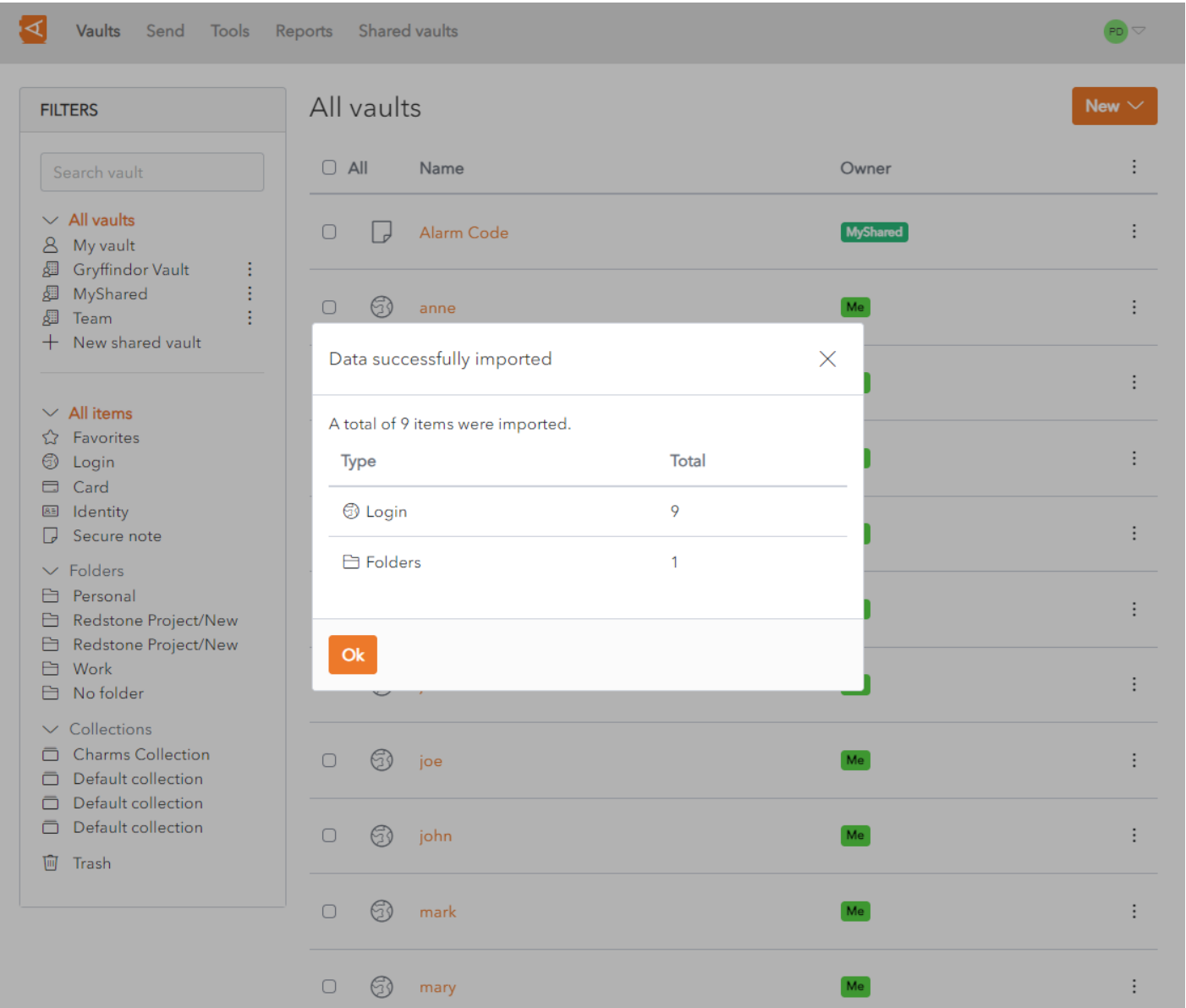
Alternatively, **copy/paste the import file contents** to the large text field provided.

Click **Import data** to start the import. The data is imported.

If the **import file** is **password protected**, you will be prompted to **enter the Password** before the import can start.

A **Confirmation Screen** is displayed, **summarizing** the **data imported**.

Click **Ok** to return to the **Item List Screen**.



Attachments, Password History, Sends and Trash **cannot be imported** using this feature. They need to be entered manually.

The Data Import feature **does not verify** if **items** imported are **already in your vault**. If an Item is imported and already exists in the Vault, a **duplicate** item is created.

When the import has finished, it is recommended that you **delete the import file** from your **computer**, for security reasons.

Data Import Errors

WALLIX Enterprise Vault **imposes character counts** on different fields types. If an import file contains data that **exceeds** the **encrypted character limit** for the field type, the **file** will **not** be **imported**.

When the **data** is **encrypted** those character counts grow between **30-50%**. Therefore, a field that was within the required character limit before the encryption **may exceed** the **character limit after encryption**.

The following is an example **Import Error message** that could be **displayed** when an **import fails**:

[1][Login] "BestBank": The fields Notes exceeds the maximum encrypted value length of 10000 characters.

- **[1]** denotes the **index number** of the item in question. This would typically be the row number in a CSV file, for example.
- **[Login]** indicates that the **item type** is Login.
- **"BestBank"** denotes the **name** of the **item** in question.
- **Notes** denotes the **name** of the **field** where the character limit is exceeded.
- **10000** denotes the **allowed character limit** for that **field**.

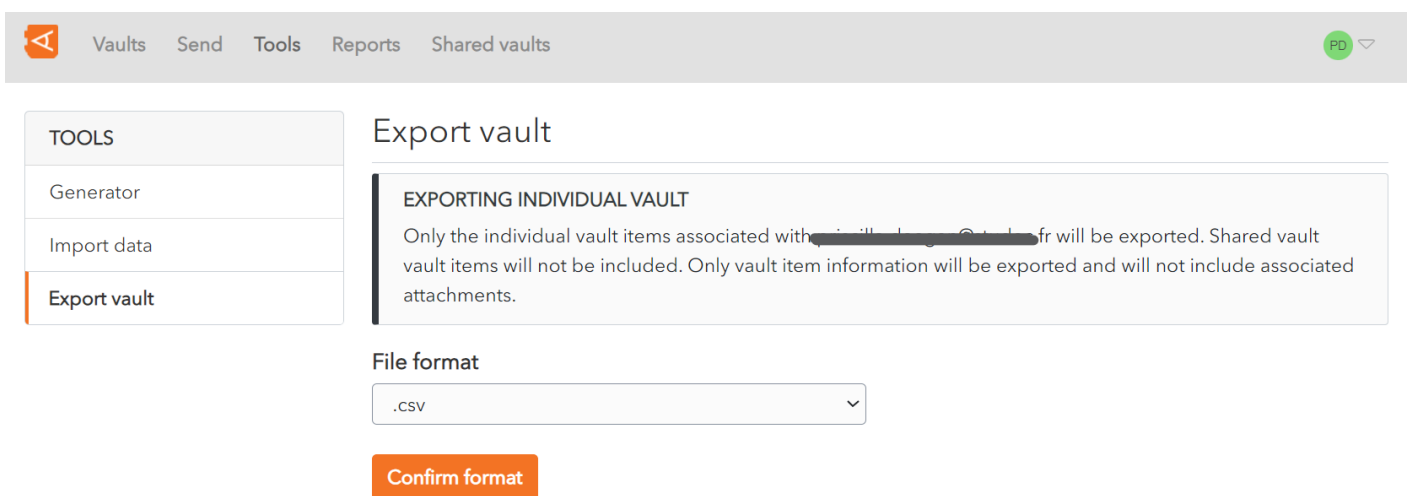
Export Unencrypted Vault

Export from Individual Vault

From the **Tools Menu**, click **Export vault link**. The **Export vault screen** is displayed.

From the **file format dropdown**, choose the export file format.

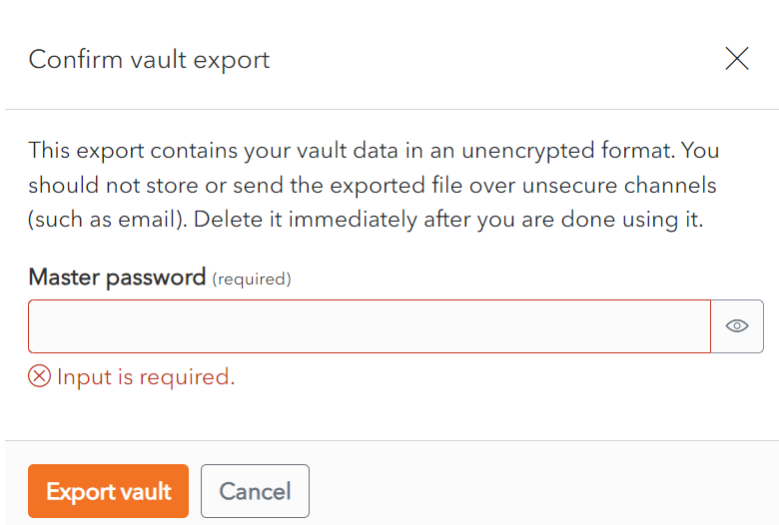
Click **Confirm format**.



The screenshot shows a web application interface. At the top is a navigation bar with a logo and links for 'Vaults', 'Send', 'Tools', 'Reports', and 'Shared vaults'. On the right of the bar is a green 'PD' button with a dropdown arrow. Below the navigation bar is a sidebar with a 'TOOLS' section containing links for 'Generator', 'Import data', and 'Export vault'. The 'Export vault' link is highlighted. The main content area is titled 'Export vault' and contains a section 'EXPORTING INDIVIDUAL VAULT' with a warning message: 'Only the individual vault items associated with [redacted] will be exported. Shared vault vault items will not be included. Only vault item information will be exported and will not include associated attachments.' Below this is a 'File format' dropdown menu currently set to '.CSV'. At the bottom of the main content area is an orange 'Confirm format' button.

A **Confirm vault export screen** is displayed.

Enter your **Master Password** in the Master Password field.



The screenshot shows a 'Confirm vault export' dialog box. It has a title bar with a close button (X). The main text reads: 'This export contains your vault data in an unencrypted format. You should not store or send the exported file over unsecure channels (such as email). Delete it immediately after you are done using it.' Below this is a 'Master password (required)' label followed by a password input field. The input field is empty and has a red border, indicating it is required. To the right of the input field is an eye icon. Below the input field is a red error message: '⊗ Input is required.' At the bottom of the dialog box are two buttons: an orange 'Export vault' button and a grey 'Cancel' button.

Click **Export Vault** to export the vault. The data is **exported** to the **Downloads Folder** on your computer.

Alternatively, click **Cancel** to cancel the operation.

Note on data included in export:

*Only the individual vault **items associated with your account** are exported.*

Shared vault items will not be included.

*Only vault item information will be exported and will **not include associated attachments***

Export from Shared Vault

From the **Settings Screen** of the **Shared Vault chosen**, click on the **Export vault** link. The **Export Vault Screen** is displayed.

GV

Gryffindor Vault
Shared vault

Vault

Members

Reports

Settings

SETTINGS

Shared vault info

Import data

Export vault

Export vault

EXPORTING SHARED VAULT VAULT

Only the shared vault vault associated with Gryffindor Vault will be exported. Items in individual vaults or other shared vaults will not be included.

File format

.json

Confirm format

From the **file format dropdown**, choose the export file format.

Click **Confirm format**.

This export contains your vault data in an unencrypted format. You should not store or send the exported file over unsecure channels (such as email). Delete it immediately after you are done using it.

Master password (required)

Confirm your identity to continue.

Export vault

Cancel

Click **Export Vault** to export the vault. The data is **exported** to the **Downloads Folder** on your computer.

Alternatively, click **Cancel** to cancel the operation.

Note on data included in export:

Only the **items** associated with the **Shared Vault selected** are **exported**.

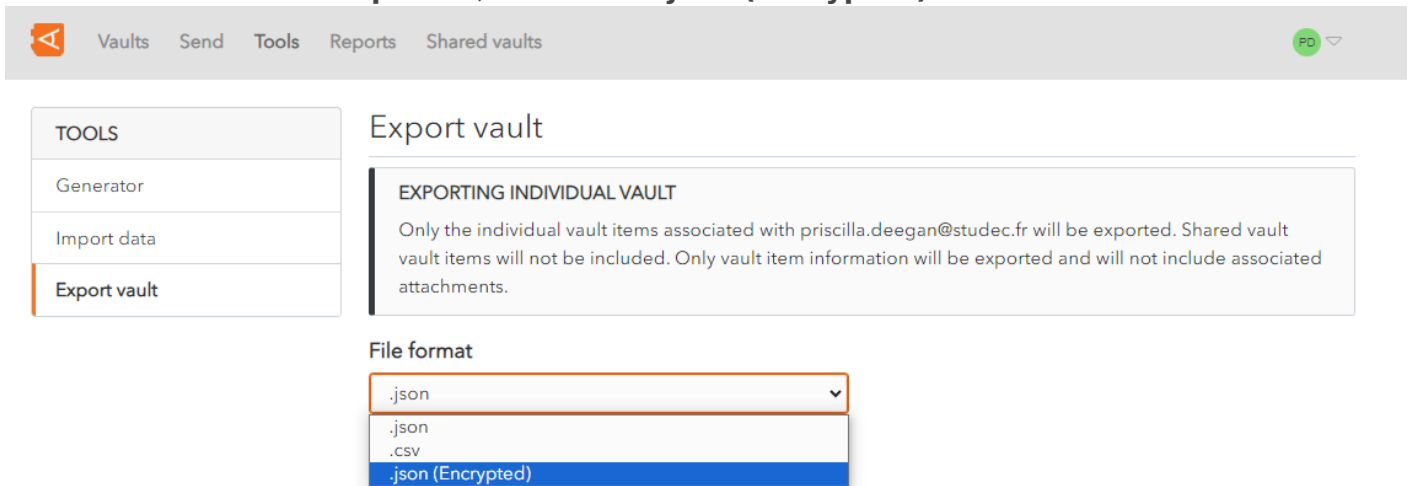
Items in individual vaults or **other** shared **vaults** will **not** be **included**.

Export Encrypted Vault

Export from Individual Vault

From the **Tools Menu**, click **Export vault link**. The **Export vault screen** is displayed.

From the **file format dropdown**, choose the **.json (Encrypted)**.



The screenshot shows a web application interface. At the top is a navigation bar with a logo and links: 'Vaults', 'Send', 'Tools', 'Reports', and 'Shared vaults'. On the right of the navigation bar is a green circular profile icon with the letters 'PD' and a dropdown arrow. Below the navigation bar is a sidebar with a 'TOOLS' section containing three items: 'Generator', 'Import data', and 'Export vault'. The 'Export vault' item is highlighted with an orange border. The main content area is titled 'Export vault' and contains a box with the heading 'EXPORTING INDIVIDUAL VAULT'. Below this heading is a paragraph of text: 'Only the individual vault items associated with priscilla.deegan@studec.fr will be exported. Shared vault vault items will not be included. Only vault item information will be exported and will not include associated attachments.' Below this text is a 'File format' dropdown menu. The dropdown is open, showing three options: '.json', '.json', and '.json (Encrypted)'. The '.json (Encrypted)' option is highlighted with a blue background.

TOOLS

- Generator
- Import data
- Export vault

Export vault

EXPORTING INDIVIDUAL VAULT

Only the individual vault items associated with priscilla.deegan@studec.fr will be exported. Shared vault vault items will not be included. Only vault item information will be exported and will not include associated attachments.

File format

- .json
- .json
- .json (Encrypted)

An **Export type option** appears, with **2 options** to choose from:

TOOLS

Generator

Import data

Export vault

Export vault

EXPORTING INDIVIDUAL VAULT

Only the individual vault items associated with priscilla.deegan@studec.fr will be exported. Shared vault vault items will not be included. Only vault item information will be exported and will not include associated attachments.

File format

.json (Encrypted) 

Export type

☒ Account restricted

Use your account encryption key, derived from your account's username and Master Password, to encrypt the export and restrict import to only the current WALLIX Vault account.

☐ Password protected

Set a file password to encrypt the export and import it to any WALLIX Vault account using the password for decryption.

Confirm format

1. Export as Account restricted Vault

Use your **account encryption key**, derived from your account's username and Master Password, to encrypt the export.

The data can only be **reimported** into the **same vault**.

Choose the **Account restricted** option.

Click **Confirm format**.

A **Confirm vault export screen** is displayed.

Enter your **Master Password** in the Master Password field.

Confirm vault export

×

This export encrypts your data using your account's encryption key. If you ever rotate your account's encryption key you should export again since you will not be able to decrypt this export file.

Master password (required)

⊗ Input is required.

Export vault

Cancel

Click **Export Vault** to export the encrypted vault. The data is **exported** to the **Downloads Folder** on your computer in **Wallix JSON format**.

This data can **only** be **reimported** into the **same vault**.

Alternatively, click **Cancel** to cancel the operation.

2. Export as Password protected Vault

Password Protected: Use a **password** of your choosing to encrypt the export. The data can be **imported** into **any** WALLIX Enterprise **Vault**.

Choose the **Password protected** option.

2 new fields appear - **File Password** and **Confirm file password**.

Choose a **password** to encrypt your export with.

Enter your chosen password into these fields.



Vaults

Send

Tools

Reports

Shared vaults

TOOLS

Generator

Import data

Export vault

Export vault

EXPORTING INDIVIDUAL VAULT

Only the individual vault items associated with **Test Vault** will be exported. Shared vault vault items will not be included. Only vault item information will be exported and will not include associated attachments.

File format

.json (Encrypted)

Export type

☐ Account restricted

Use your account encryption key, derived from your account's username and Master Password, to encrypt the export and restrict import to only the current WALLIX Vault account.

☒ Password protected

Set a file password to encrypt the export and import it to any WALLIX Vault account using the password for decryption.

File password (required)

d6H*79°g<ss3"

⛔

This password will be used to export and import this file

Confirm file password (required)

d6H*79°g<ss3"

⛔

Confirm format

Click **Confirm format**.

A **Confirm vault export screen** is displayed.

Enter your **Master Password** in the Master Password field.

Confirm vault export

×

This file export will be password protected and require the file password to decrypt.

Master password (required)

⛔

⛔ Input is required.

Export vault

Cancel

Click **Export Vault** to export the encrypted vault. The data is **exported** to the **Downloads Folder** on your computer.

Alternatively, click **Cancel** to cancel the operation.

Note on data included in export:

Only the individual vault **items associated with your account** are exported.

Shared vault items will not be included.

Only vault item information will be exported and will **not include associated attachments**.

Export from Shared Vault

From the **Settings Screen** of the **Shared Vault chosen**, click on the **Export vault** link. The **Export Vault Screen** is displayed.

The screenshot shows the 'Gryffindor Vault' interface. At the top, there's a header with a 'GV' logo and the text 'Gryffindor Vault Shared vault'. Below this is a navigation bar with tabs: 'Vault', 'Members', 'Reports', and 'Settings' (which is highlighted). On the left side, under the 'SETTINGS' section, there are four options: 'Shared vault info', 'Import data', 'Export vault' (which is highlighted with an orange bar), and 'Export vault'. The main content area is titled 'Export vault' and contains a message: 'EXPORTING SHARED VAULT VAULT. Only the shared vault vault associated with Gryffindor Vault will be exported. Items in individual vaults or other shared vaults will not be included.' Below this message is a 'File format' dropdown menu currently set to '.json'. At the bottom of this section is an orange button labeled 'Confirm format'.

The **rest** of the procedure is the **same** as for [exporting encrypted individual vault data](#).

Note on data included in export:

Only the **items** associated with the **Shared Vault selected** are **exported**.

Items in individual vaults or **other** shared **vaults** will **not** be **included**.

Reimport Encrypted Export

It is possible to **reimport** an **Exported Encrypted Vault**.

From **Tools > Import Data**, the **Import Data screen** appears.

From the **Import destination dropdown**, choose the Vault to import the data to. This is a **required** field.

Encrypted vaults can **only** be **reimported into** the **Vault** they were **exported from**.

From the **Folder dropdown**, choose the Folder to save the Vault data to.

From the **File Format dropdown**, choose **Wallix Vault (json) format**. This is the file format that the Encrypted Exported Vault.

From **Select the import file**, choose the encrypted vault to reimport.

Click the **Import Data button** to reimport the Encrypted Exported Vault. The Vault data is **reimported** to the **specified vault and folder**.



TOOLS

Generator

Import data

Export vault

Import data

Import destination (required)

My vault ▾

Folder

Work ▾

Select this option if you want the imported file contents moved to a folder

File format (required)

Wallix Vault (json) ▾

📘 WALLIX VAULT (JSON) INSTRUCTIONS

Select the import file

Choose File

wallix_vault_encrypted_export_20231129095851.json

or copy/paste the import file contents

Import data

Alternatively, click **Cancel** to cancel the operation.