

Import Export

File menu

The importation and exportation of tasks and links are done:

- **through the clipboard**
- **using exchange profiles if needed**

Exchange profiles allow you to keep a matrix of data columns associated with Phase Manager fields. Simply load the correct exchange profile, copy and paste the data into the import window, and your data is processed!

Links cannot be updated: the easiest way is to do a full import of activities and links to recreate those latter with their new properties.

To save time, you can use the exchange profiles and sample data tables provided: [PMX and data sources](#).

Here is a simple example of importing activities: