

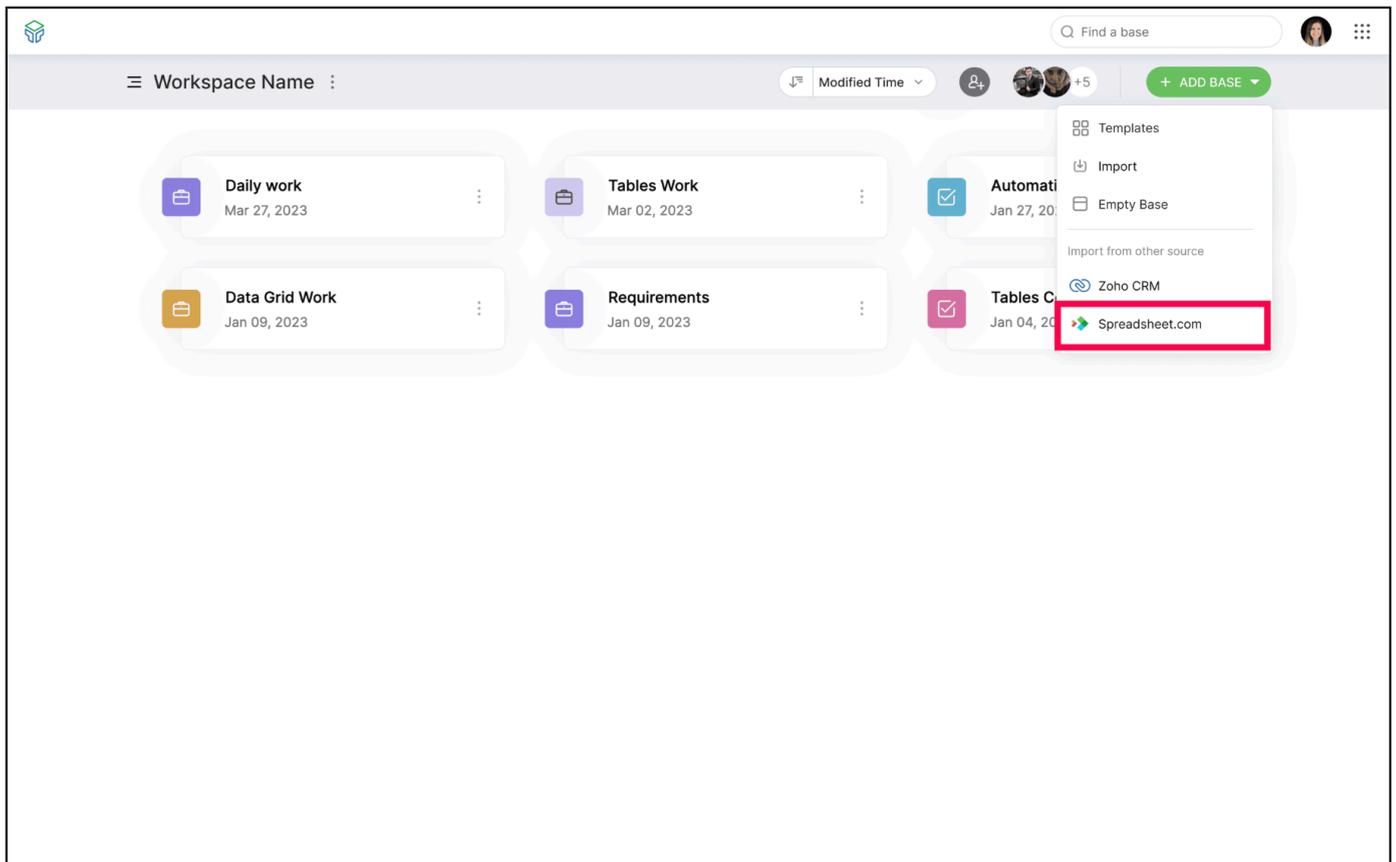


# Importing data from Spreadsheet.com

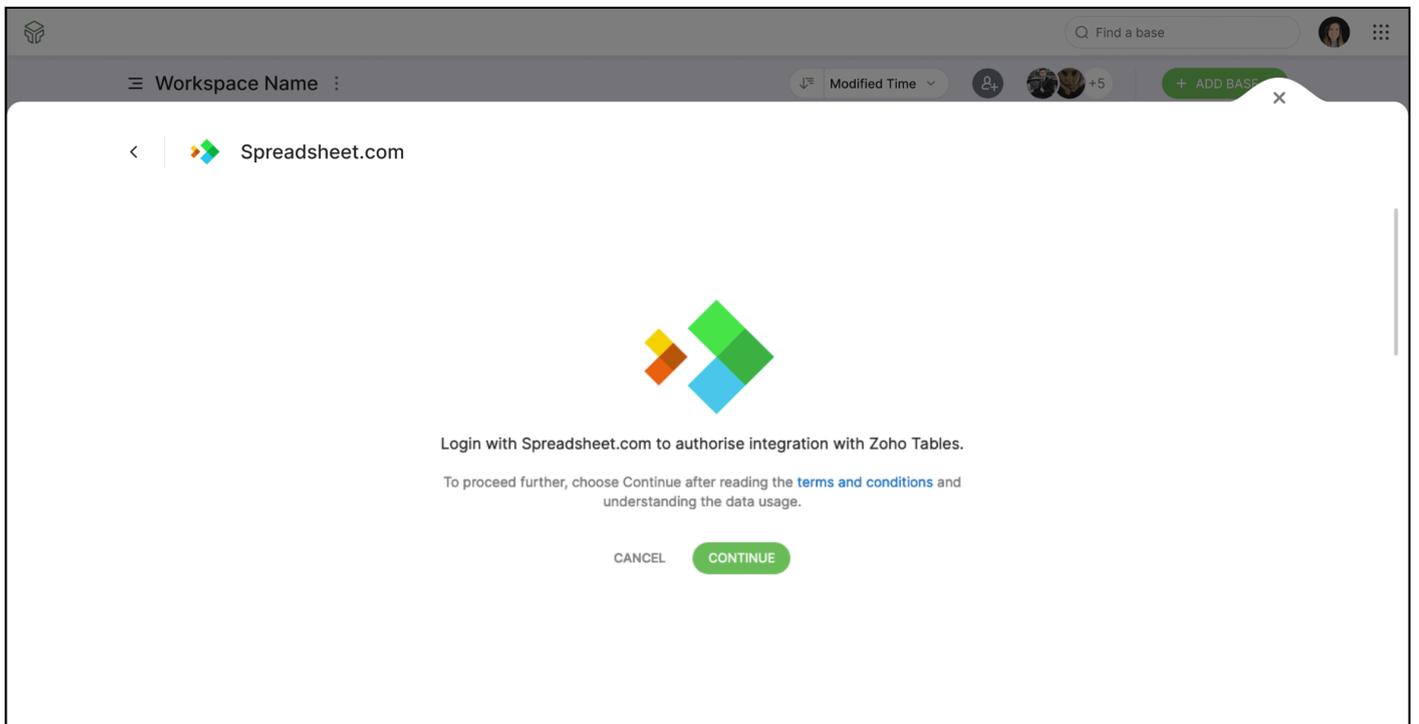
With Zoho Tables, importing data from your Spreadsheet.com account becomes seamless and simple. You can streamline your workflow with a simplified migration process and pick up your work from right where you left off.

## To import data from a Spreadsheet.com account:

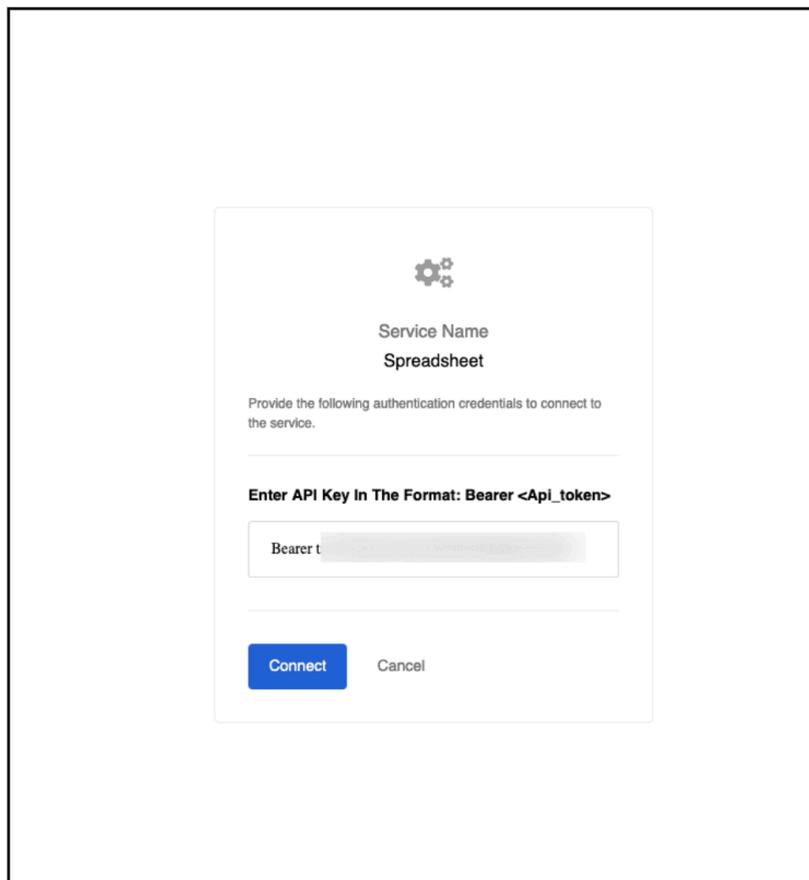
1. Click **+ ADD BASE** at the top of the *Bases Listing* page, where all the bases in your workspace appear.
2. From the list of options, choose **Spreadsheet.com**.



3. You'll be shown a confirmation to connect your Spreadsheet.com account with Zoho Tables. Click **CONTINUE**.

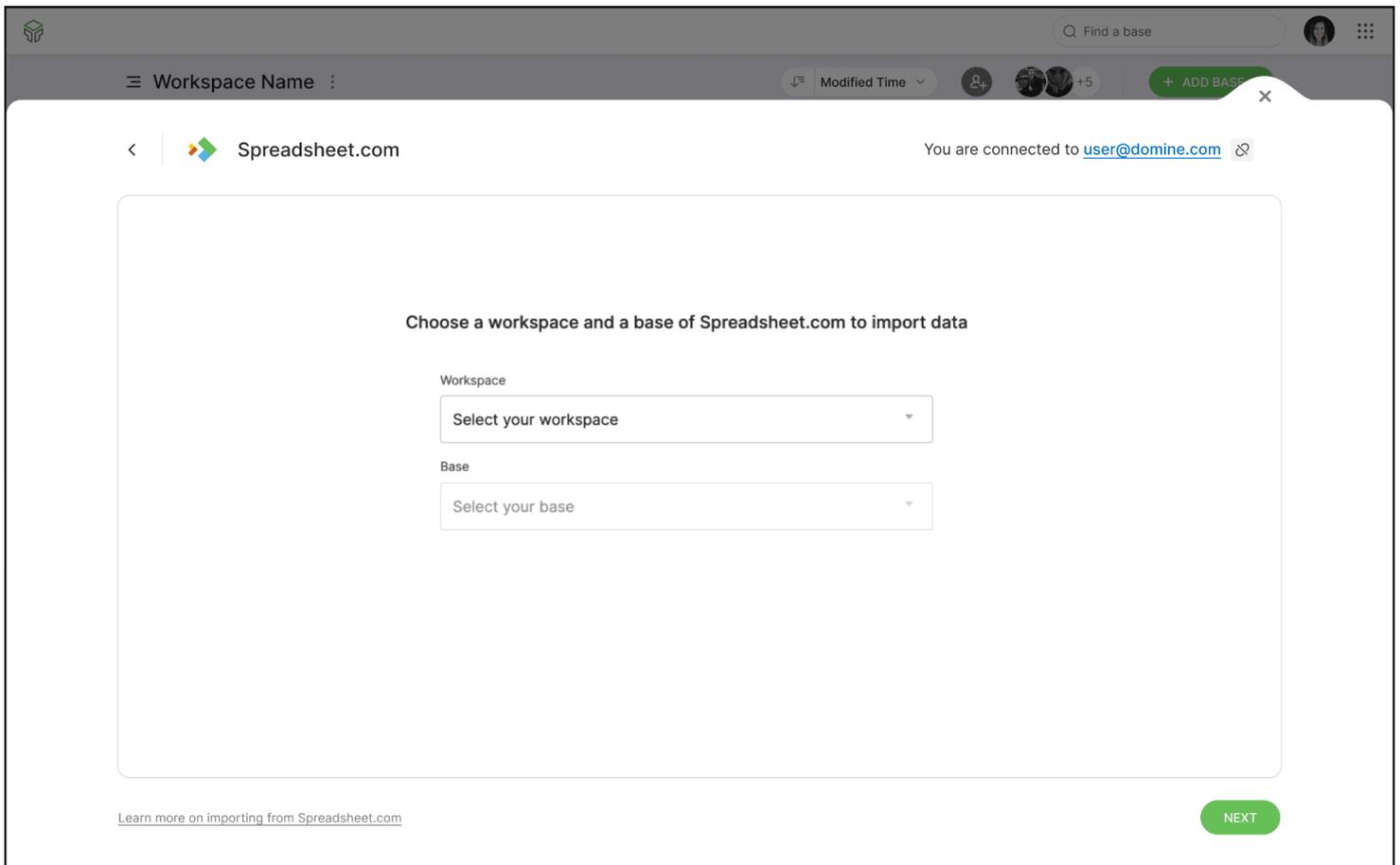


4. After confirmation, you'll be redirected to the *Authentication* page, where you'll need to enter the API key from Spreadsheet.com.



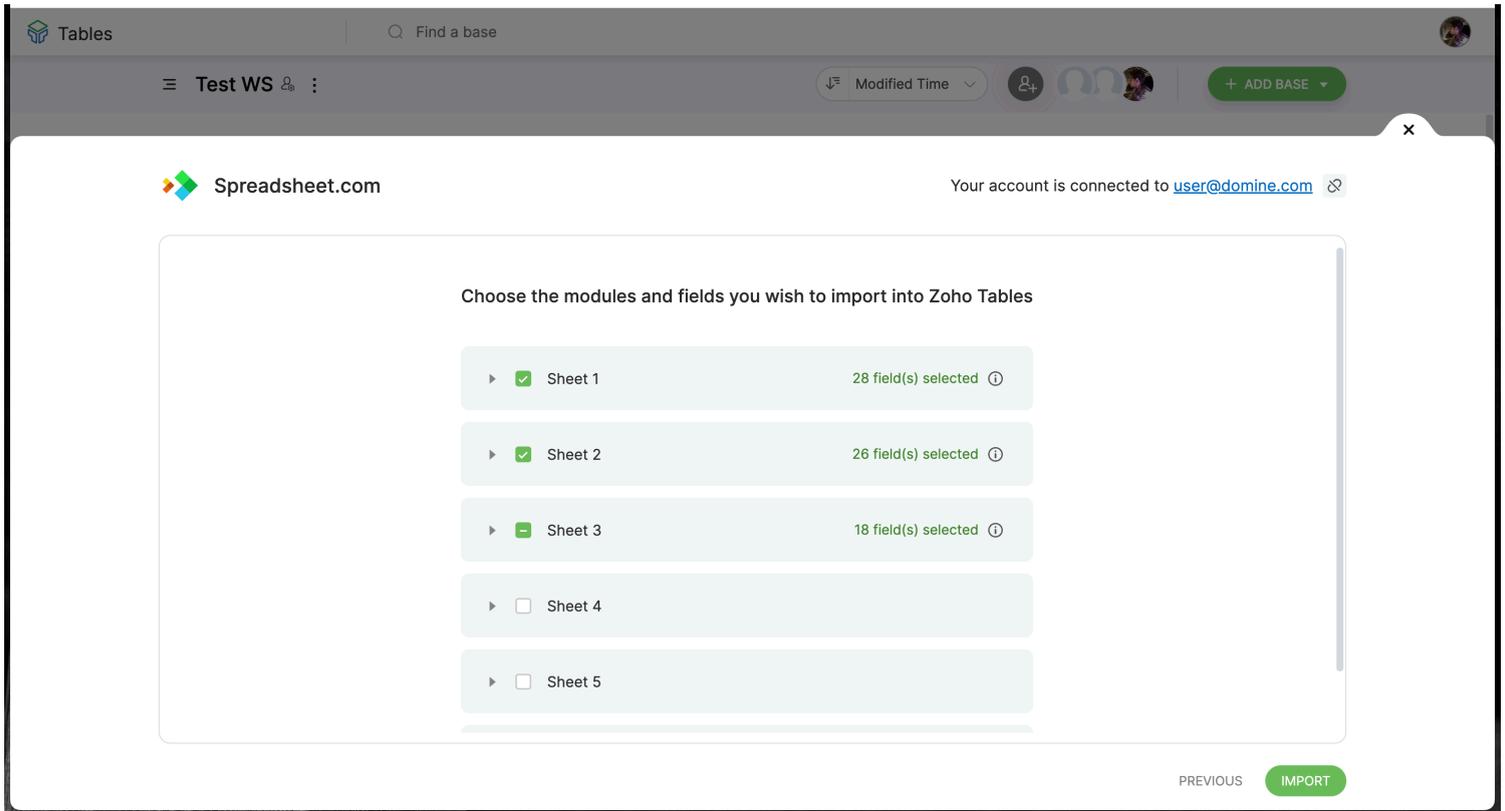
5. To obtain the API key, log in to your Spreadsheet.com account. Click on your profile and go to **Personal Settings**.

6. On the *Personal Settings* page, go to the *API Keys* section.
7. Click the **Generate API key** button at the top right. A pop-up window will then show you the generated API key.
8. Copy the API key and paste it on the *Zoho Tables Authentication* page, in the format *Bearer<space>API key* (Eg. *Bearer 9adj4inasdfi4*). Click **Connect**.
9. Once authenticated, click **Choose Workspace** from the *Import Base* pop-up window. From the dropdown menu, choose the workspace from which you wish to import. Then, click **Choose Base**.
10. The bases in the chosen workspace will be listed in the dropdown menu for you to choose from. Once you've chosen the workspace and the base you want to import, click **NEXT**.



11. You'll see a list of modules configured from your Spreadsheet.com account in the floating window in Zoho Tables. Choose the desired modules.
12. From the chosen modules, choose the fields that you want to import to Zoho Tables. Each field from Spreadsheet.com will automatically be detected and matched to the fields in Zoho Tables.
13. After choosing the desired modules and fields, click **Import**. This will import the selected fields from every module in Spreadsheet.com to a new base in Zoho Tables.

ⓘ Some field types might not import in the same format as in Spreadsheet.com, and will be stored as text fields. You can always change them to the desired field types available in Zoho Tables.



14. The importing status can be viewed from the pop-up in the bottom right corner. Once complete, you can click **OPEN BASE** to view the imported data.



Find a base



Workspace Name

Modified Time

+5

+ ADD BASE



Daily work  
Mar 27, 2023



Tables Work  
Mar 02, 2023



Automati  
Jan 27, 2023



Data Grid Work  
Jan 09, 2023



Requirements  
Jan 09, 2023



Tables C  
Jan 04, 2023

- Templates
- Import
- Empty Base
- Import from other source
  - Zoho CRM
  - Spreadsheet.com

Importing...



Imported from Spreadsheet.com  
Importing...

Importing Status

Importing from Spreadsheet.com