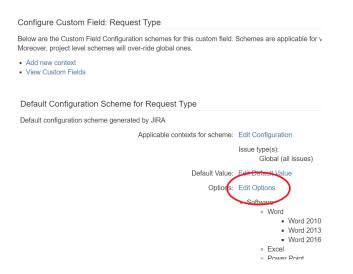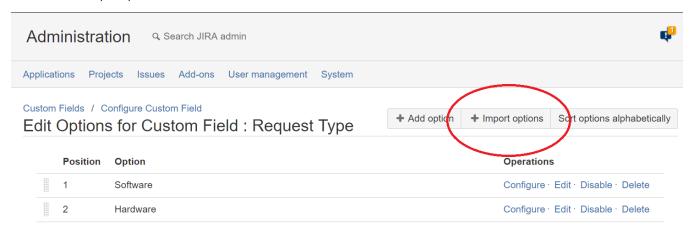# CSV options import

It is possible to configure an MLCS field importing options from a CSV file.

Format of the file must be similar to this file: ExampleCSV.csv
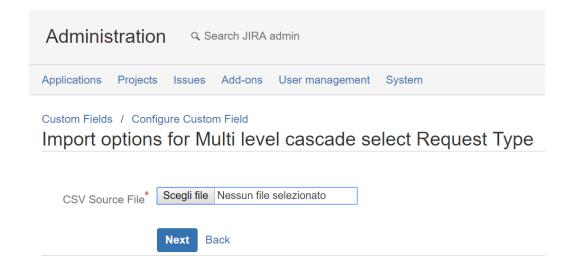
To start options import, go to the custom field configuration file and select Edit Options:
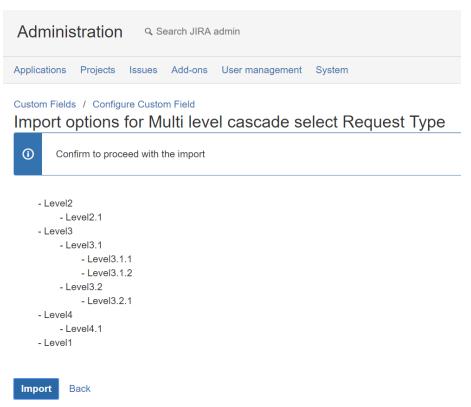
Configure Custom Field: Request Type

Below are the Custom Field Configuration schemes for this custom field. Schemes are applicable for v
Moreover, project level schemes will over-ride global ones.

- Add new context
- View Custom Fields

Default Configuration Scheme for Request Type

Default configuration scheme generated by JIRA

Applicable contexts for scheme: Edit Configuration

Issue type(s):
Global (all issues)

Default Value: Edit Default Value

Options: Edit Options

- Software
  - Word
    - Word 2010
    - Word 2013
    - Word 2016
  - Excel
  - Power Point

Then click on the Import Options button:

Administration   Search JIRA admin

Applications   Projects   Issues   Add-ons   User management   System

Custom Fields / Configure Custom Field

Edit Options for Custom Field : Request Type

+ Add option   + Import options   Sort options alphabetically

Position	Option	Operations
1	Software	Configure · Edit · Disable · Delete
2	Hardware	Configure · Edit · Disable · Delete

Upload the CSV file:

Custom Fields / Configure Custom Field

Import options for Multi level cascade select Request Type

CSV Source File * | Scegli file | Nessun file selezionato |

Next   Back

You will be shown a confirmation page with the options that are going to be imported:

Custom Fields / Configure Custom Field

Import options for Multi level cascade select Request Type

ⓘ   Confirm to proceed with the import

- Level2
    - Level2.1
- Level3
    - Level3.1
        - Level3.1.1
        - Level3.1.2
    - Level3.2
        - Level3.2.1
- Level4
    - Level4.1
- Level1

Import   Back

You don't have to enter a row for every level. For example if the option Level 2 doesn't exist yet, it will be created when importing option Level2.1.

Already existing options won't be changed if you import them again.

If everything is correct, you can click on the *Import* button to start the import.