



APPENDIX **B**

Importing a Spreadsheet with Client Switch Information

The “[Importing a List of Client Switches](#)” section on page 2-16 explains how to import a file with client switch information into the GUI. This appendix provides an example with more detailed steps.


To import a spreadsheet into the GUI, follow these steps:

Step 1 Make sure that the first row of the spreadsheet is the title row and does not include any switch information. The switch information can start on the second row.

Step 2 Save the spreadsheet in the CSV format.



Note If a confirmation pop-up window appears, click **OK** or **Yes**.

Step 3 On the Manage Cisco Edges screen, click the  icon and choose the saved spreadsheet.

Step 4 Click **Upload** to import the spreadsheet. The imported client switches appear in the table.



Note If the MAC address (MAC) are not unique, a warning message appears.



Note A MAC address must consist of six groups of two hexadecimal digits, separated by colons. If the format of a MAC address in the spreadsheet is not correct, a warning message appears.
