

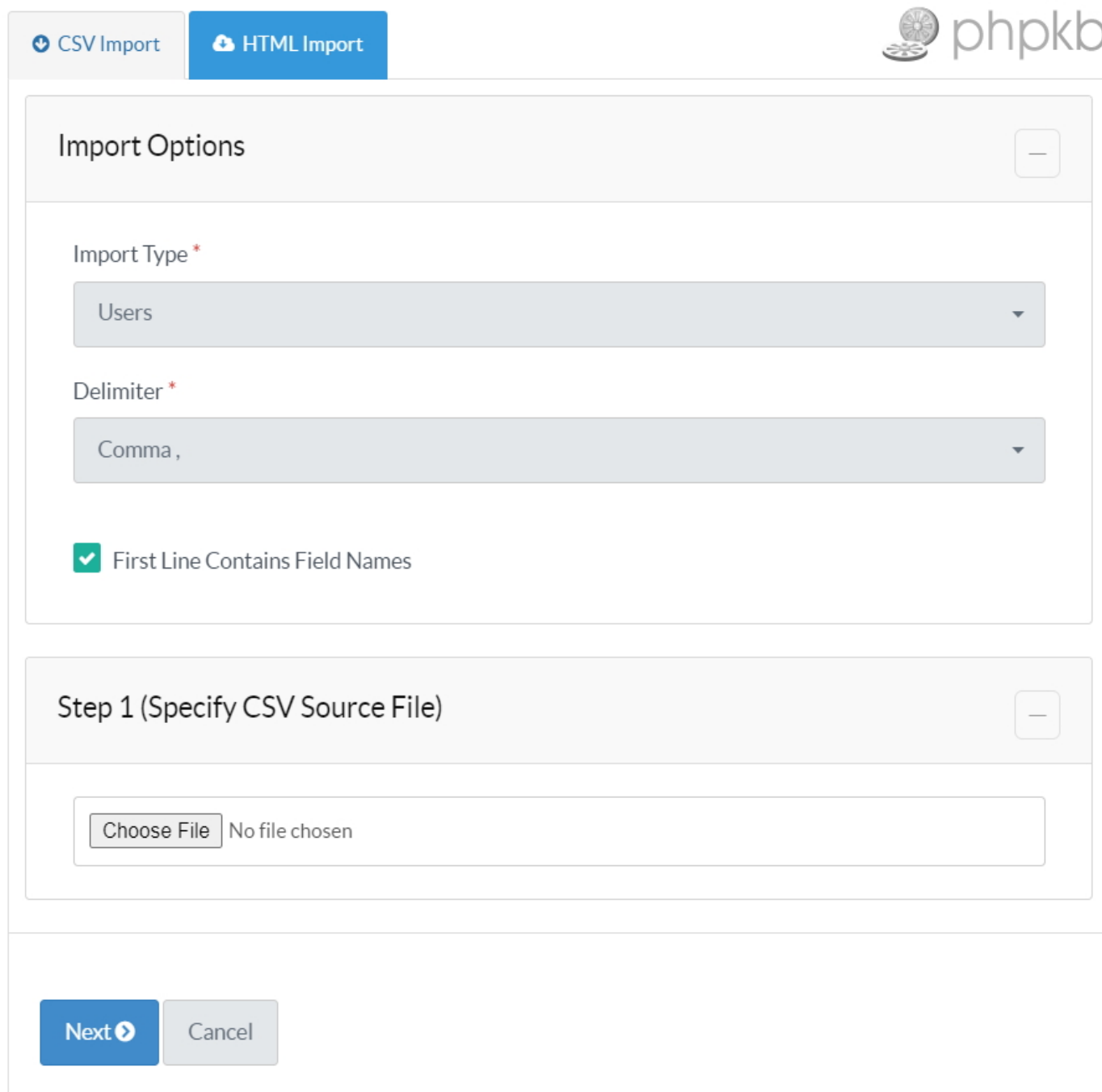
# How to bulk load users into the knowledge base?

264 Palwinder Singh March 5, 2021 Documentation

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There is a facility to bulk load (import) users in your knowledge base powered by PHPKB Software. You can bulk import users into PHPKB through the **CSV Import** section that can be accessed via:

**Admin Dashboard > Tools > Import Data > CSV Import** tab and select **Import Type** to be **Users** as shown in the screenshot below.



CSV Import HTML Import

phpkb

### Import Options

Import Type \*

Users

Delimiter \*

Comma ,

☒ First Line Contains Field Names

### Step 1 (Specify CSV Source File)

Choose File No file chosen

Next Cancel

Then follow the onscreen instructions to load/import users.

Online URL: <https://www.phpkb.com/kb/article/how-to-bulk-load-users-into-the-knowledge-base-264.html>