

## Importing a Script

<https://campus.barracuda.com/doc/90442354/>

You can import a Barracuda Managed Workplace Script (an .MWS) file into Barracuda Managed Workplace. When you import an .MWS file, it includes all the metadata for the script, including the name, author, and description.

Importing a script is recommended when you are moving the script from one Service Center environment to another. For example, from a test environment to a production environment, or for cases when you share scripts with other partners using the forums on the partner portal.

The .MWS file is a .ZIP file with the extension changed.

When a script is imported, its category is added to the system, if it doesn't already exist.

Version checking is performed when importing a script that is already on the system. You are warned if you attempt to import an older version of the script than is present on the system. Additionally, any scheduled tasks based on this script are updated to the new script. This is important to keep in mind in situations in which script parameters have been modified in the newer version; if an optional parameter is changed to required, for example, the task based on this script will no longer function and will be deleted. You must then reschedule the task after importing the newer version of the script.

Importing a script is different than adding a new script to Service Center. When you add a new script, you are adding just the script file, and then configuring the metadata and parameters. For more information on adding scripts, see [About Adding Scripts](#).

1. In Service Center, click **Automation > Library**.
2. From the **More Actions** list, select **Import**.
3. Click **Browse** and locate the script to import, and then click **Open**.

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