

## **GENESYS**<sup>®</sup>

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## Performance DNA Administrator Guide

Creating New Base Data Definitions from a Spreadsheet

5/1/2025

## Creating New Base Data Definitions from a Spreadsheet

To copy Base Data Definitions from your spreadsheet you will need to create a new entry line in the Base Data Definitions grid by Clicking the **+Add** button.



Copy the Base Data information from your spreadsheet and select the highlighted cell on the Base Data Definitions grid using Ctrl+V to paste the data.

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After sense checking the data click **Save** to create the new Base Data Definitions.

**Note:** For optimum performance, it is recommended that Base Data Definitions are pasted and saved to the grid in batches of 50.