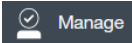# How to Import the Samples Deployment
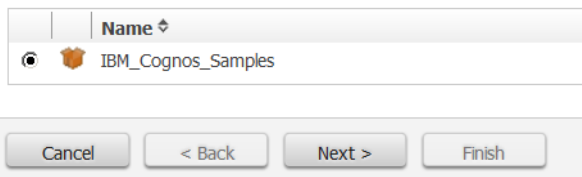
With these instructions, you will learn how to:
1. Copy the deployment file into the correct location
2. Import the deployment into Cognos

Open associated video...

Steps:

1. Locate the deployment file called *IBM_Cognos_Samples.zip*.
   a. If you have already installed the samples, it will be under *Samples install location*/webcontent/samples/content.
   b. If you haven't installed the samples yet, do that first. You can find the instructions here.
2. Copy the deployment file into the deployment folder on the server where IBM Cognos Analytics is installed (*Cognos Analytics install location*/deployment).
3. Launch IBM Cognos Analytics and sign in as an administrator (or any user with sufficient permissions).
4. To import the deployment, click *Manage* [Manage] and then [Administration console]
5. In *IBM Cognos Administration*, click the *Configuration* tab.
6. Click *Content Administration* in the left navigation panel.
7. Click the *New Import* icon in the toolbar.
8. Select *IBM_Cognos_Samples* and click *Next.*

9. On the *Specify a name and description – New Import wizard* page, leave the defaults and click *Next.*
10. On the *Select the public folders, directory and library content – New Import wizard page*, select all the items and click *Next:*

11. On the *Specify the general options – New Import wizard* page, leave the defaults and click *Next.*
12. On the *Review the summary – New Import wizard* page, click *Next.*
13. On the *Select an action – New Import wizard* page, leave the defaults and click *Finish.*
14. On the *Run with options – IBM_Cognos_Samples* page, click *Run.*
15. If the confirmation dialog appears, click *OK*.
16. Now there is an IBM Cognos Samples import entry in the content store. Refresh the browser to see the *Samples* folder under *Team Content*: