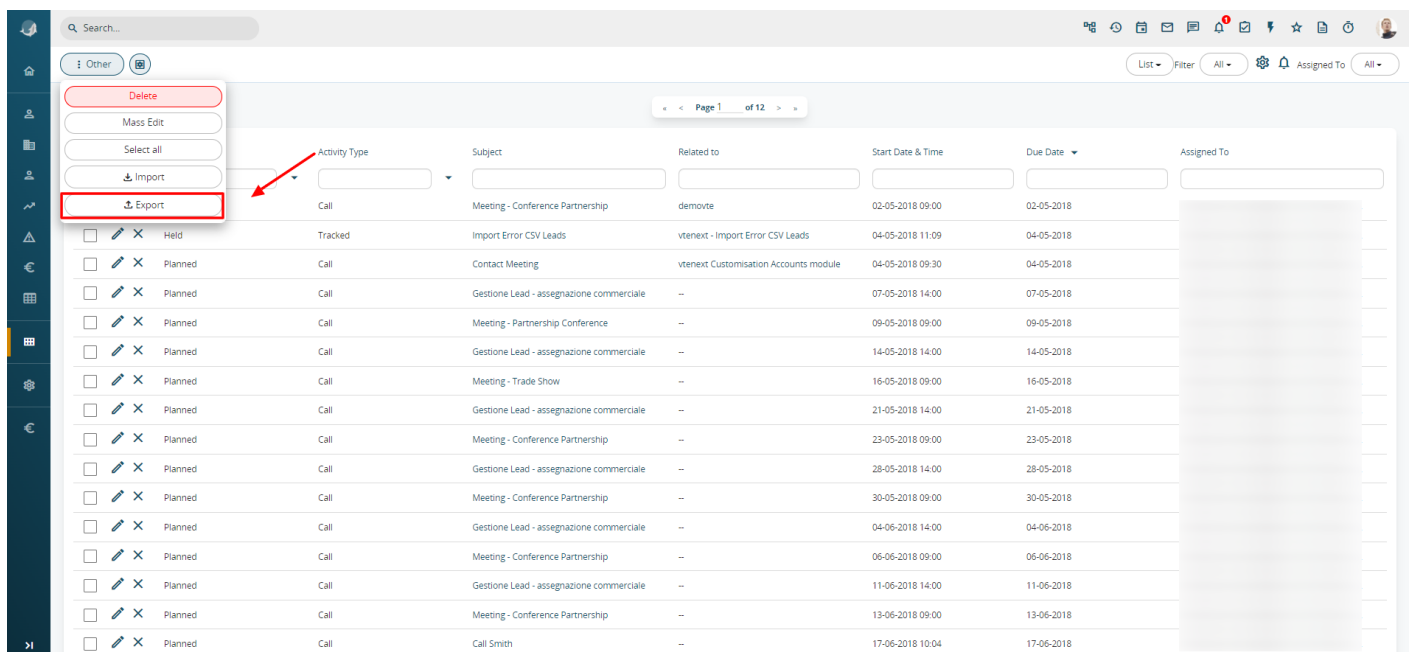


4.5 Import and export activities

To import or export Activities between vtenext and other applications, the standard iCalendar format is available (.ics extension).

To export the activities of the vtenext calendar, you must display it in list mode, select the records to be exported, press „the export button and choose the filename. Likewise, to import records from the external iCalendar file, press the import button and follow the procedure.



The screenshot shows the vtenext web interface. On the left, a sidebar contains navigation icons. The main area has a search bar at the top. Below it, a dropdown menu is open, showing options: Delete, Mass Edit, Select all, Import, and Export. The 'Export' option is highlighted with a red box. A red arrow points to the 'Activity Type' dropdown menu in the table header. The table below has columns: Activity Type, Subject, Related to, Start Date & Time, Due Date, and Assigned To. It lists various activities, mostly 'Planned' and 'Call' types, with subjects like 'Meeting - Conference Partnership', 'Import Error CSV Leads', and 'Gestione Lead - assegnazione commerciale'.

As an alternative to export / import in iCalendar format, vtenext supplies a series of integrations with very common systems:

- Synchronisation via Active Sync protocol (extra module);
- Synchronisation with Exchange calendar (extra module);
- Synchronisation with GCalendar (extra module);
- Synchronisation with Zimbra (extra module);
- Synchronisation with Outlook and Thunderbird via plugin.

Revision #1

Created 2026-07-06 15:07:40 UTC by Admin

Updated 2026-07-06 15:07:40 UTC by Admin