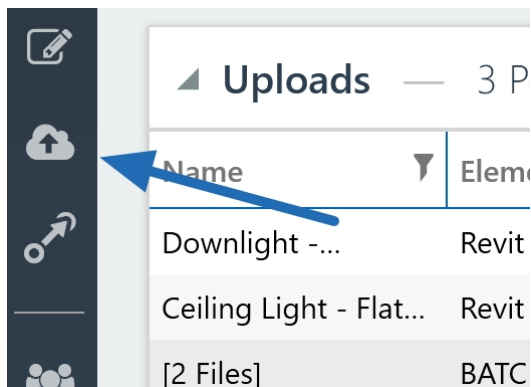


How to Upload Content from within the UNIFI App

Last Modified on 10/12/2021 11:20 am EDT

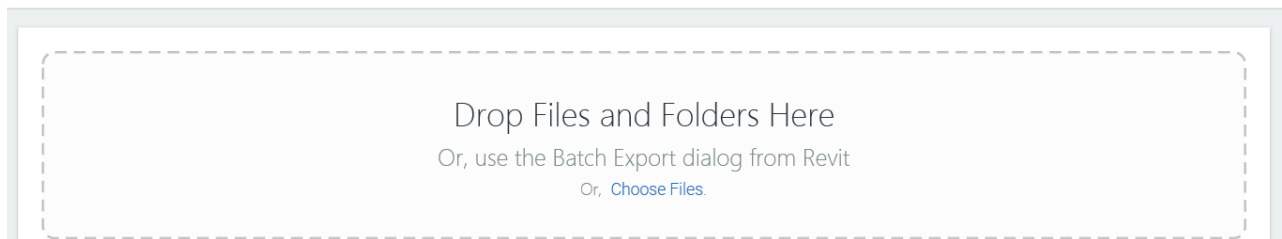
This article walks you through how to add content from within the UNIFI app. If you'd like to add it by exporting from a particular application (Revit, AutoCAD, etc.), you can access those tutorials on our [Adding Content to UNIFI](#) page.

When uploading content to UNIFI from within the UNIFI app, **select the cloud icon** on the left side of the screen.



From here, you have the option of either **Choose Files** (which will open a browser to locate your content directory) or you can drag and drop files and folder directories from File Explorer.















Upload Content



To begin loading content, you'll first want to navigate to the folder directory on your computer where all of your content is currently located.

- Base Cabinets
- Counter Tops
- Shelving
- Wall Cabinets

You'll see in this example that when we open up the Base Cabinets folder, all of the base cabinets content is within this folder. Although there is only Revit content here, keep in mind that UNIFI can store content such as images, spec. sheets, DWG content, and more.

-  Base Cabinet-2 Bin
-  Base Cabinet-4 Drawers
-  Base Cabinet-Built In
-  Base Cabinet-Corner Unit-Angled
-  Base Cabinet-Double Door & 2 Drawer
-  Base Cabinet-Double Door Sink Unit
-  Base Cabinet-Filler
-  Base Cabinet-Single Door & Drawer
-  Base Cabinet-Single Door w Sliding Drawers
-  Base Cabinet-Single Door
-  Vanity Cabinet-Double Door & 4 Drawer
-  Vanity Cabinet-Double Door Sink Unit
-  Vanity Cabinet-Single Door & Drawer
-  Vanity Cabinet-Single Door

You can quickly drag and drop all of your content into UNIFI. UNIFI automatically creates [tags](#) based on your folder structure. For example, all of the content within this Base Cabinets folder is going to be tagged as “Base Cabinets.”

Company

UNIFI - Demo AEC

Libraries

Select a library...

Tags

+

This helps to get you onboarded much quicker within UNIFI because it prevents you from having to re-organize your content.