



# Importing Projects and Assets

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## QUESTION

I am using Chief Architect X17, Home Designer 2026, or a newer version, and I need to import a project or asset someone sent to me. What is the best way to accomplish this?

## ANSWER

Projects and assets can easily be imported into your Chief Architect/Home Designer program using the Import functions available within the program. Additionally, files can be imported directly into existing projects using the Project Browser.

Reasons you might perform an import of these files:

- Copying/transferring files from a different computer
- Receiving file(s) from a client or colleague
- Adding files to an existing project

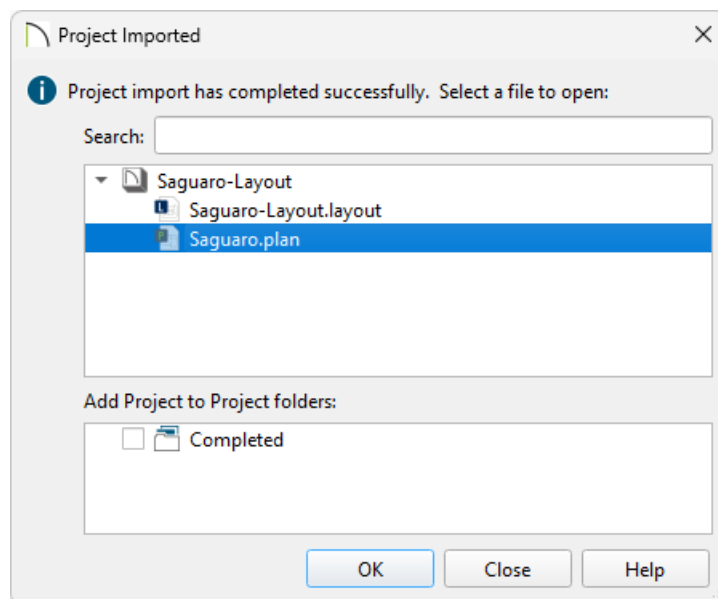
**Note:** Information on exporting projects can be found in the "Exporting Projects and Disconnected Files" resource in the [Related Articles](#) section below.

Assets are external files that are referenced by plan and layout files. Some examples include images, PDFs, material textures and maps, and backdrops.

# Importing projects

1. Navigate to **File> Import Project**  when the Dashboard is active or **File> Import> Import Project**  if an existing file is active.
2. In the dialog that appears, select a project (\*.caproj) file, then click **Open**.
3. The following process will vary based on the file management mode that is being used:
  - If you're using Project Management, various progress dialogs will display. Once imported, a **Project Imported** dialog will open and state "Project import has completed successfully. Select a file to open:". You can choose to either open one of the files within the project or click **Close** at this time.

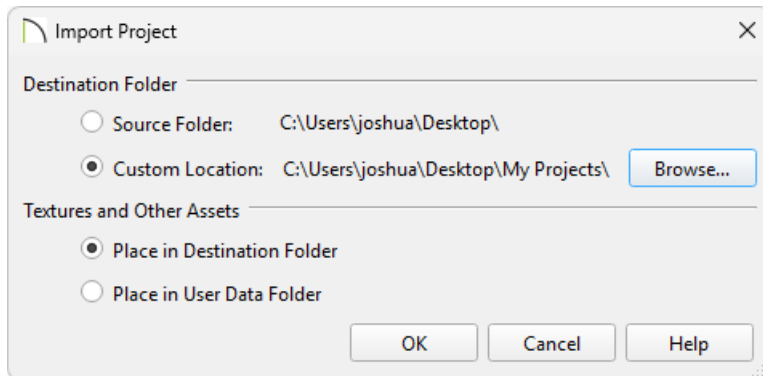
In Chief Architect X18 and newer versions, a project can also be added to a project folder at this time.



All plan and layout files associated with the imported project will be listed in the **Project Browser** , while any assets will be listed in the Asset Management dialog.

Although all referenced assets are included in a project, individual assets can be imported independently into the program, if you so wish. Navigate to Tools> Asset Management, then click "Import New".

- If you're using Traditional File Management, you will instead be prompted with an **Import Project** dialog, allowing you to choose the **Destination Folder** for the extracted project, and where you would like **Textures and Other Assets** to be placed. Once these settings have been specified, click **OK**.



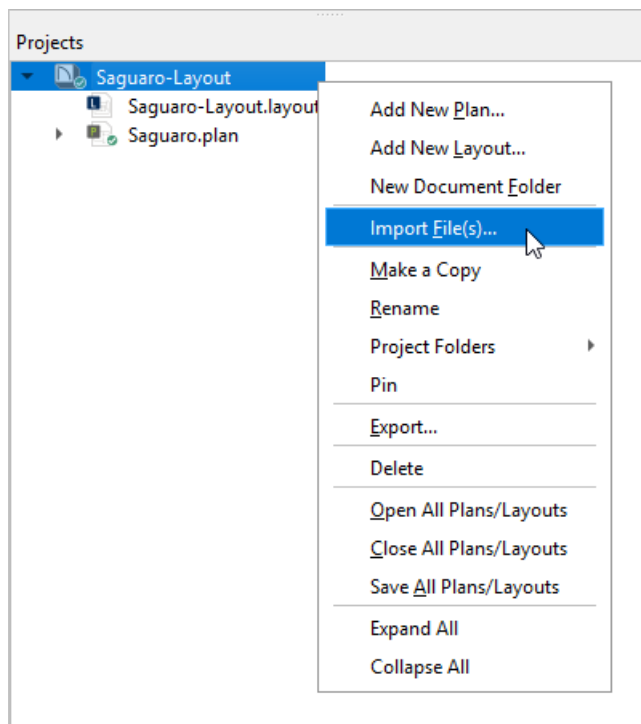
An Information message will display stating whether or not the project was successfully imported. Click **OK** to proceed without opening the files, or click **Open file(s) from import** to proceed with choosing a file to open.

In Chief Architect X17 and Home Designer 2026, all plan and layout files associated with the imported project will open immediately in the program.

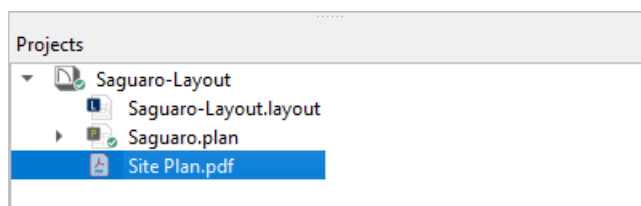
## Importing files into existing projects (Project Management only)

1. You can import a variety of different files directly into a project using the **Project Browser** ; right-click on a project and select **Import File(s)**.

**Note:** On a Mac, hold down the Control key while clicking to initiate a right-click command. More information about right-click commands on Apple input devices can be found in the following Apple resource: [Right-click on Mac \(https://support.apple.com/guide/mac-help/right-click-mh35853/mac\)](https://support.apple.com/guide/mac-help/right-click-mh35853/mac).



2. In the dialog that appears, select the file that you want to import, such as a plan, layout, image, PDF, etc., then click **Open**. The file will now be listed as its own line item within the project.



A Common Documents area is also available within the Project Browser when using Project Management.

Files that you might want to use across multiple projects can be added to the Common Documents; however, it's important to be aware that when a file located here is updated, it will also be updated in every file or project that references it.

#### Related Articles

 [Backing Up and Restoring Chief Architect Content Using Project Management \(/support/article/KB-03211/backing-up-and-restoring-chief-architect-content-using-project-management.html\)](/support/article/KB-03211/backing-up-and-restoring-chief-architect-content-using-project-management.html)

- [Enabling or Disabling Project Management \(/support/article/KB-03210/enabling-or-disabling-project-management.html\)](/support/article/KB-03210/enabling-or-disabling-project-management.html)
- [Exporting Projects and Disconnected Files \(/support/article/KB-03212/exporting-projects-and-disconnected-files.html\)](/support/article/KB-03212/exporting-projects-and-disconnected-files.html)