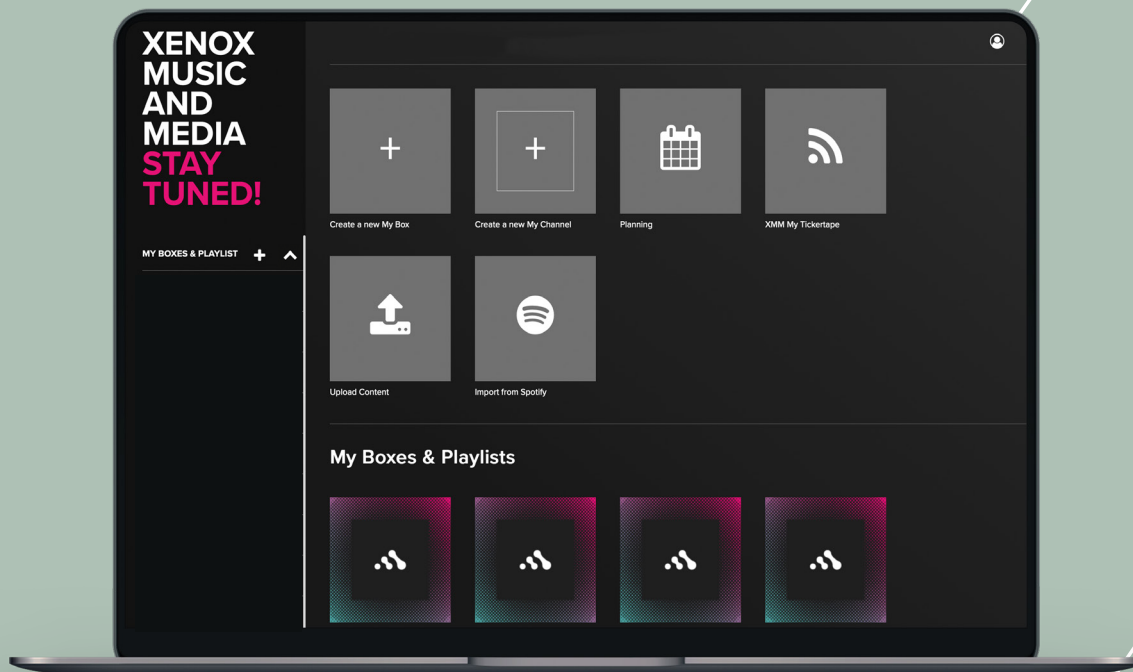


SPOTIFY IMPORT TOOL XMS

An easy way to import your music





Introduction

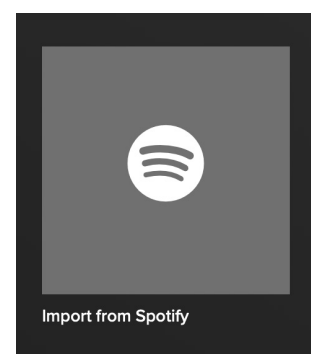
The Xenox Management System (XMS) is an online platform that allows you to easily listen to, manage, and plan music and other content. Through XMS, you have access to an extensive music library and various tools to optimally tailor content to the time of day.

Within XMS, the Spotify Import Tool is available. With this tool, you can easily import your own Spotify playlists and use them on your Xenox music system.

Before you get started

Before you start importing a playlist, it is important to make the proper preparations:

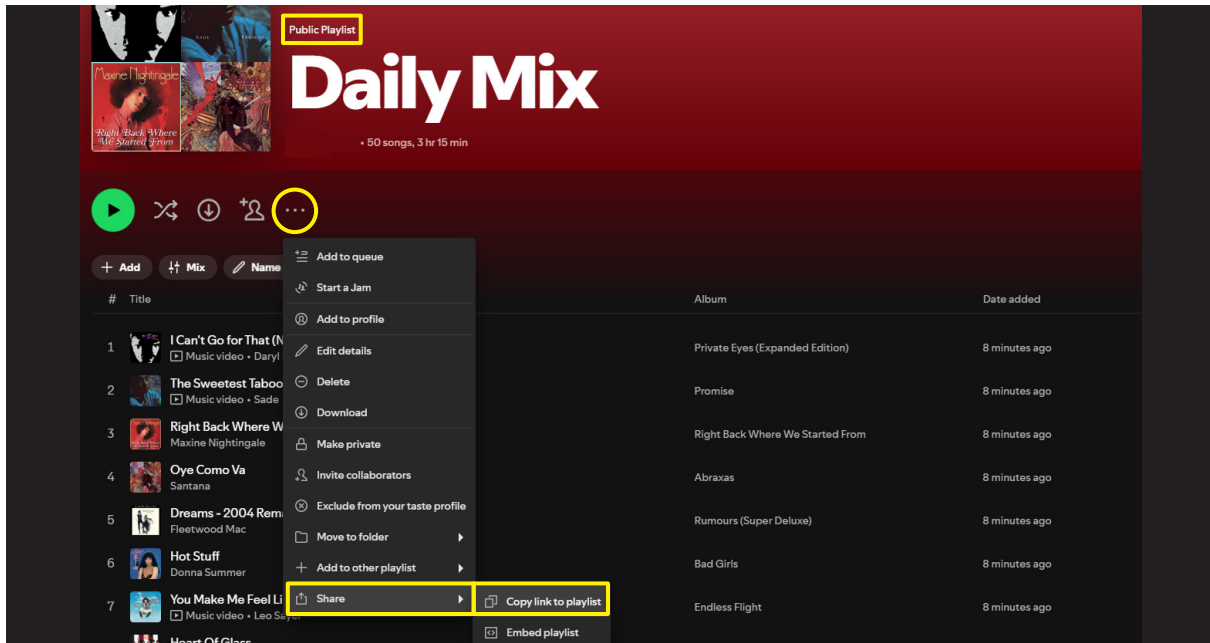
- ▶ Choose the Spotify playlist you want to import.
- ▶ Make sure you are logged in to XMS and have access to your XMM environment (the Xenox music system you work with).
- ▶ **Copy the playlist URL from your Spotify environment**
- ▶ Make sure that the playlist:
 - was created by you
 - is set to **public**



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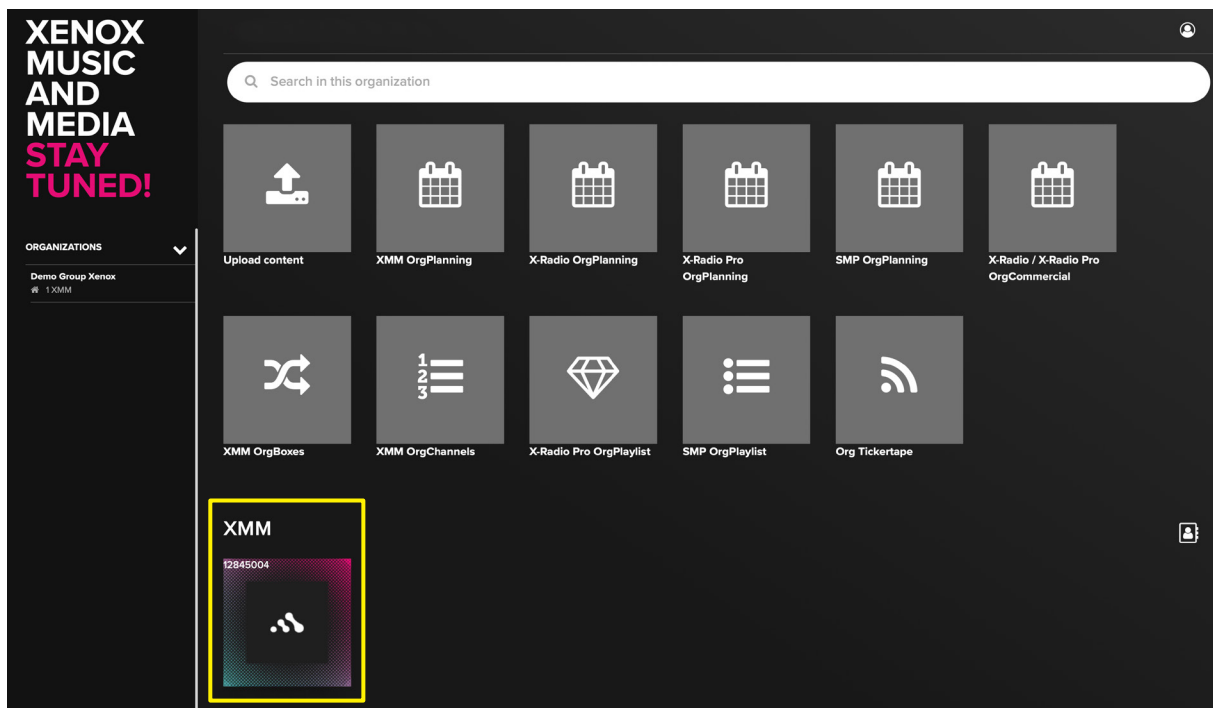
Step 1: Choose a playlist on Spotify

Choose the playlist you want to import. Then, click the three dots next to the playlist and copy the playlist URL from Spotify.



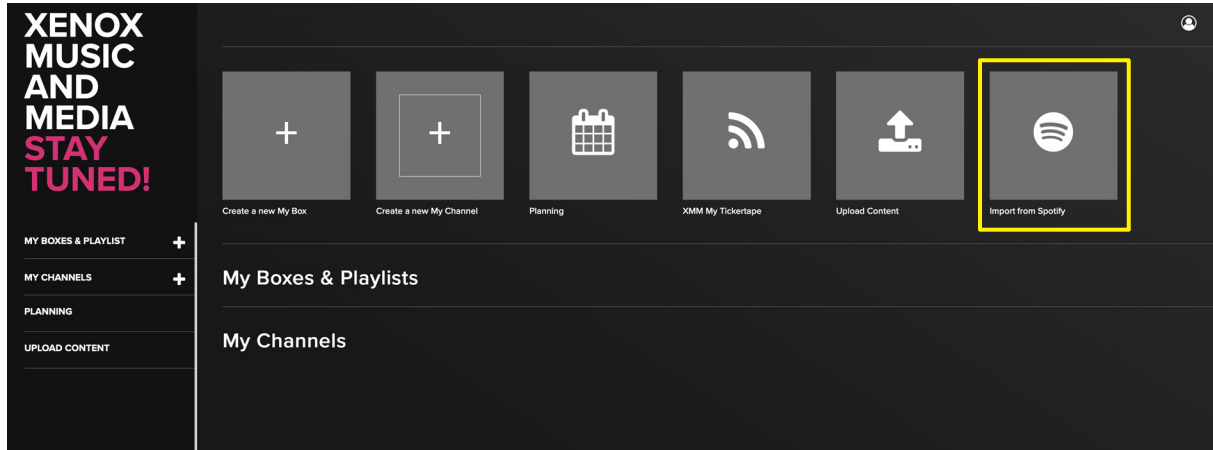
Then, log in to xms.xenox.nl

Make sure you're in the XMM environment by clicking on the music system under the 'XMM' section.



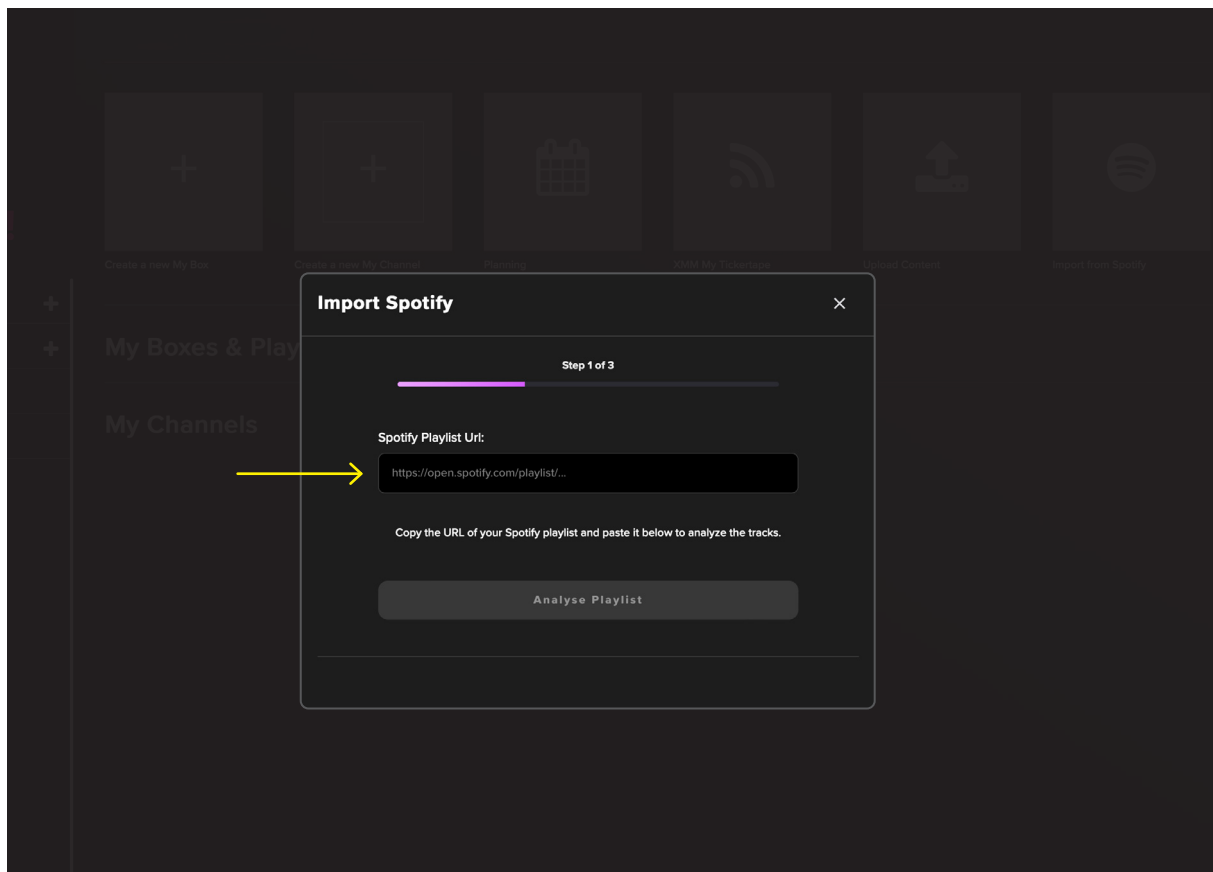
Step 2: Import playlist

Click on the **'Import from Spotify'** tile to open the import function.



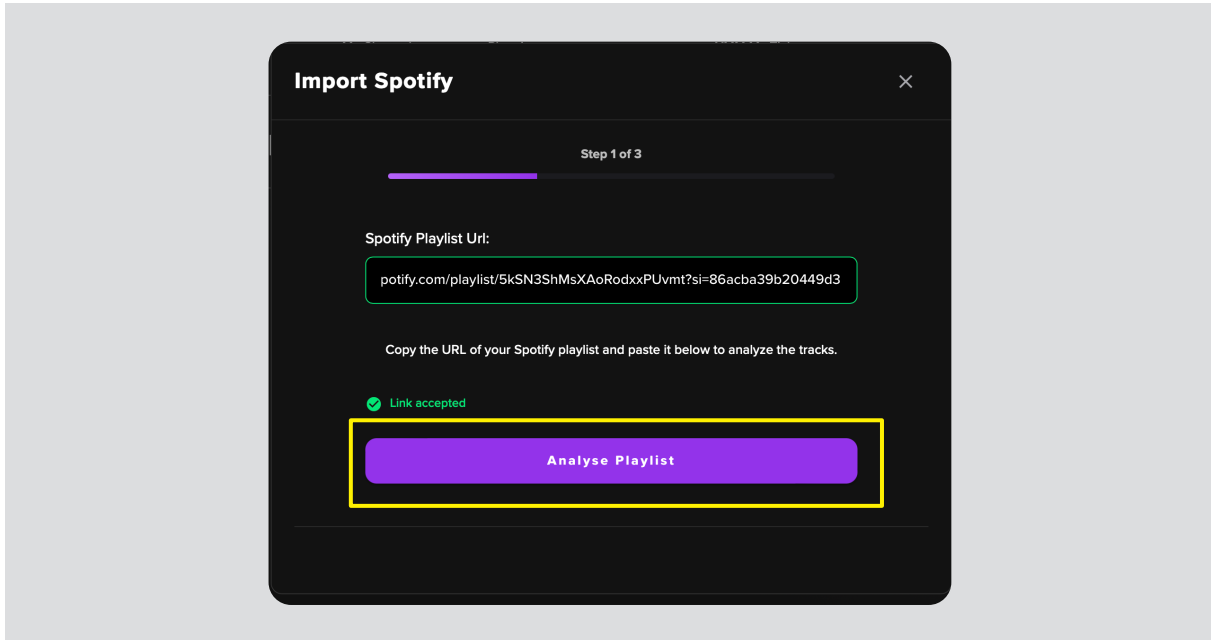
Step 3: Paste Playlist-URL

Paste the previously copied **Spotify playlist URL** into the search field.



Step 4: Analyse playlist

Click **'Analyse Playlist'** to have the playlist analyzed.

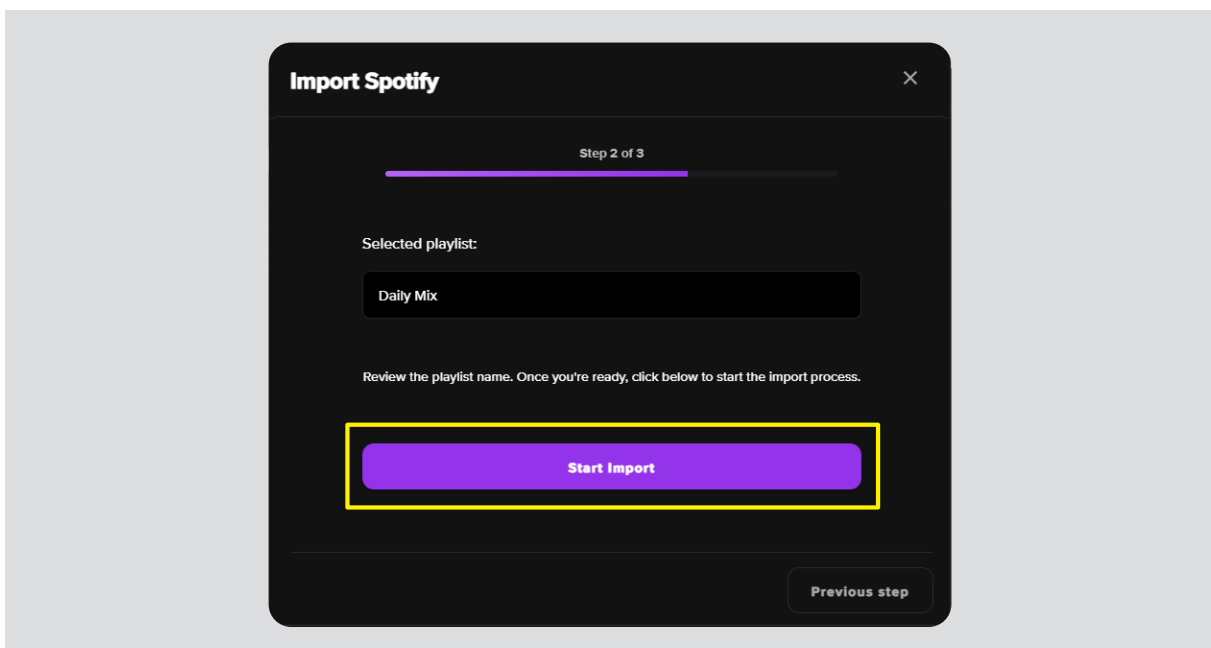


Step 5: Start Import

If you want you can adjust the name (maximum 40 characters), then click **'Start Import'**.

► KEEP IN MIND

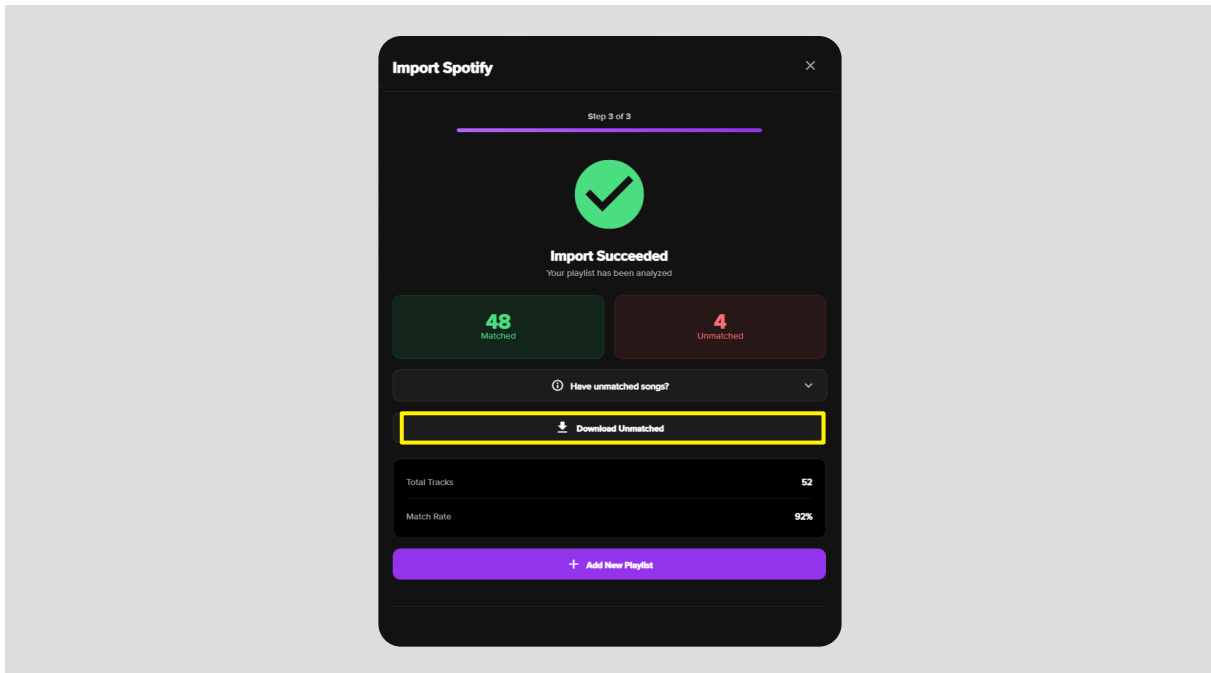
You can import a maximum of 500 tracks per playlist.



Step 6: Download Unmatched (optional)

Click on 'Download Unmatched' to download a PDF list of all unmatched tracks.

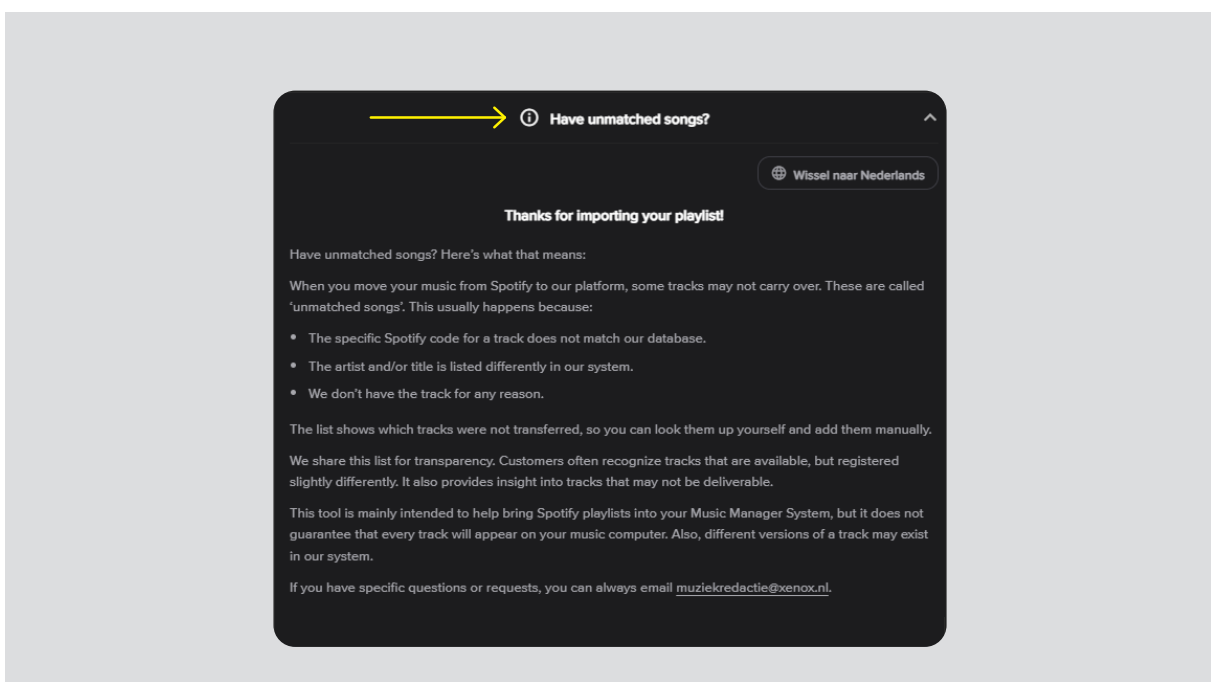
Note: when all tracks are matched, this button is not visible.



To see why songs are unmatched, click on **'Do you have unmatched songs?'**

An overview will then open explaining why certain songs could not be matched to the system.

The possible causes are clearly described here, so you can gain insight into what is going wrong.



Overview of unmatched songs

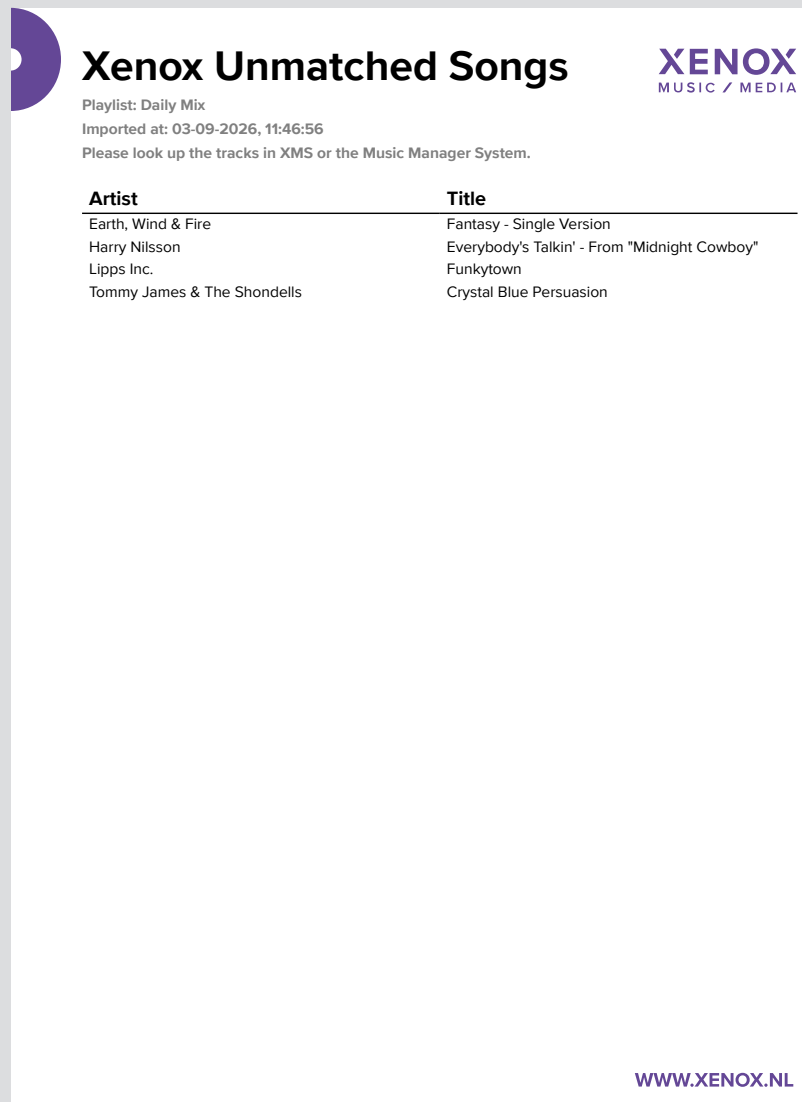
When importing a playlist, it may happen that not all songs are recognized by the system. These songs are automatically collected in a separate list called '**Xenox Unmatched Songs**'. This list is available after the playlist has been successfully imported. In this list, you will find all songs that could not be matched. This allows you to easily see which tracks are missing and, if necessary, add them manually.

Manually adding songs

When a playlist has been created but some songs have not been matched, you can manually add them to the playlist.

► NOTE

If you delete the existing playlist and import it again (for example, with the same name), you will have to manually add the unmatched songs again.



Xenox Unmatched Songs **XENOX**
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Playlist: Daily Mix
Imported at: 03-09-2026, 11:46:56
Please look up the tracks in XMS or the Music Manager System.

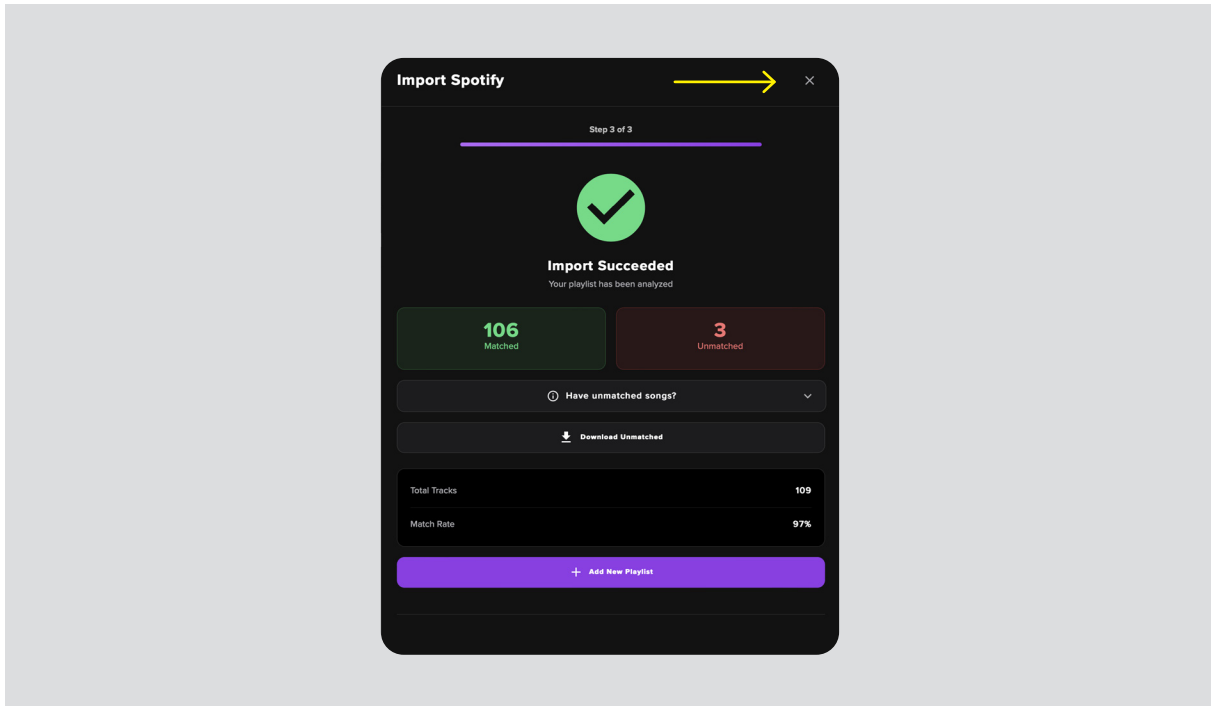
Artist	Title
Earth, Wind & Fire	Fantasy - Single Version
Harry Nilsson	Everybody's Talkin' - From "Midnight Cowboy"
Lipps Inc.	Funkytown
Tommy James & The Shondells	Crystal Blue Persuasion

WWW.XENOX.NL

Example: Xenox Unmatched Songs' - pdf-list

Step 7: Close Import Tool

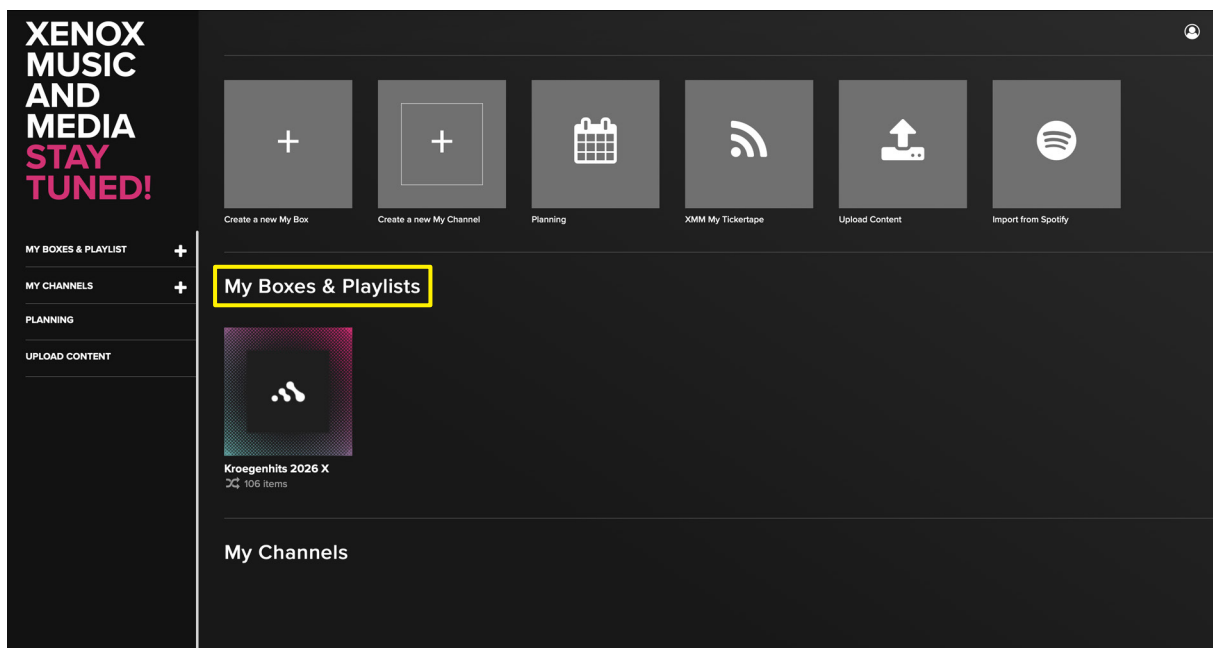
Are you finished and don't want to add any more new lists? **Then click on the cross.**
You will then return to the XMS environment.



Once you have finished importing, the list will appear in **'Boxes & Playlists'**

► NOTE

Depending on the load on the Xenox server, it may take some time before the playlist becomes visible in the Xenox Music System. Make sure that the music system has an active internet connection.



Problems and solutions when importing

Errors may occur when importing a playlist via the Xenox Spotify Import Tool. In that case, first check the following:

- The playlist does not already exist in the system
- The link entered is correct
- The playlist is set to public



► NOTE

Not all Spotify playlists can be imported. The following playlists are not supported: **Spotify Made for you playlists**

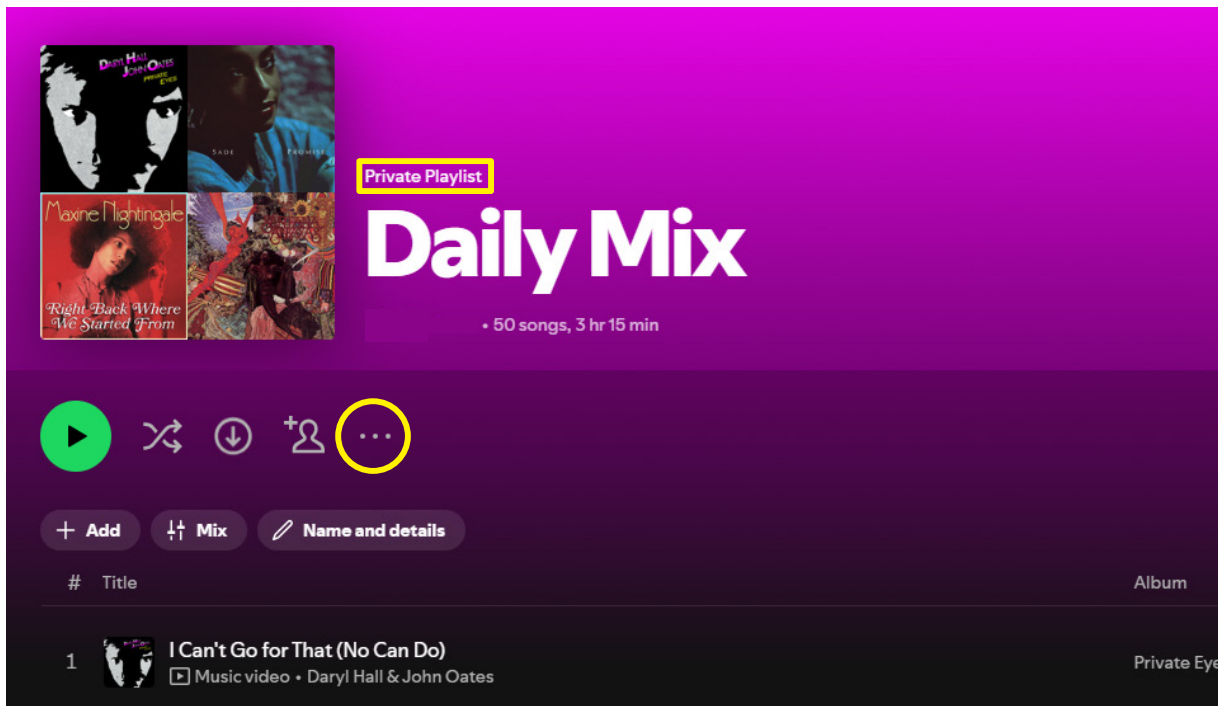
You can recognize a **Made for you playlist by the Spotify** logo in the top left of the playlist image. Does the problem persist after these checks? Then refer to the further steps in this guide for possible solutions.

Public playlist

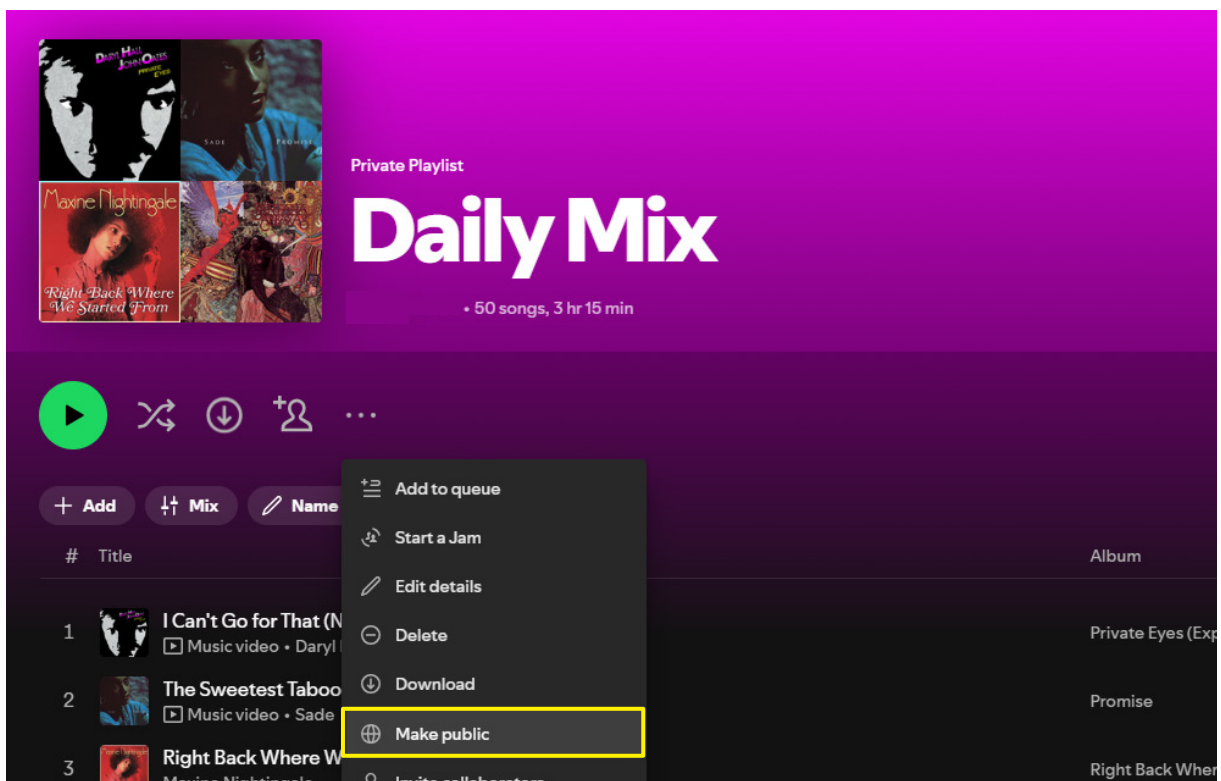
A playlist link only works when the playlist is set to public in Spotify. Private playlists cannot be loaded into the music system via a link. Therefore, always check whether the playlist is public before attempting to import it.

A screenshot of the 'Import Spotify' dialog box. It shows 'Step 1 of 3' with a progress bar. The 'Spotify Playlist Url:' field contains the URL 'https://open.spotify.com/playlist/4celP9cmSEPWAL68MbVphw?si=b5252'. Below the field, it says 'Copy the URL of your Spotify playlist and paste it below to analyze the tracks.' A yellow box highlights an error message: 'We couldn't find this playlist. Please ensure it is not a 'Spotify Made For You' playlist and that its visibility is set to 'Public''. At the bottom is a red button labeled 'Clear Link'.

Set a Spotify playlist to public or private

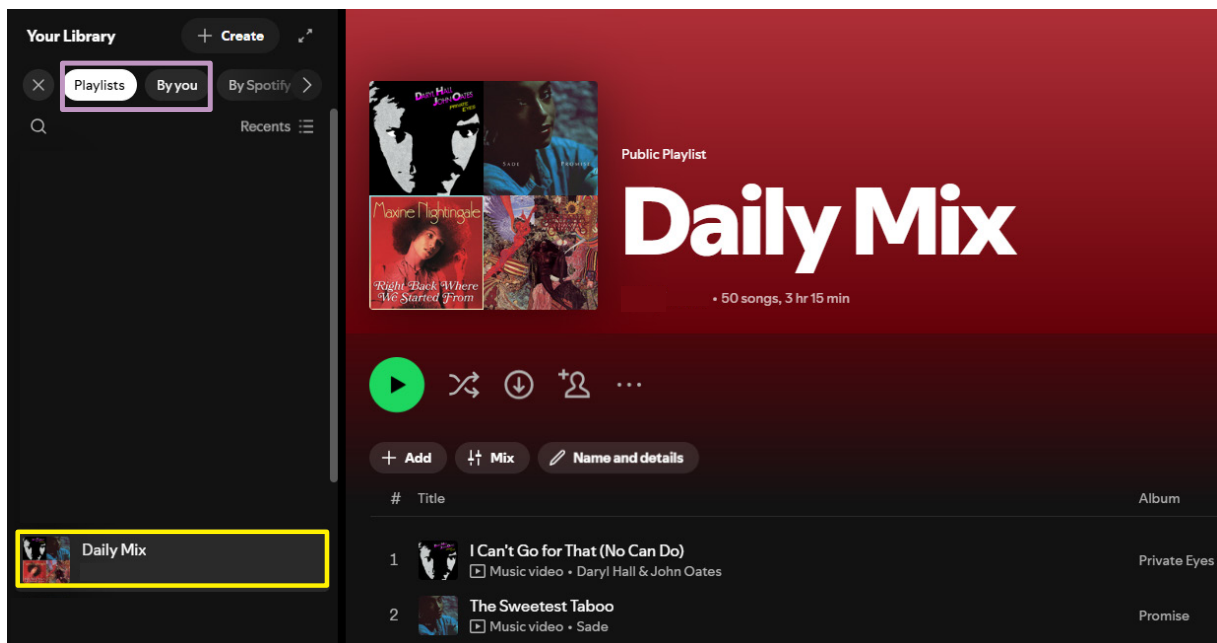
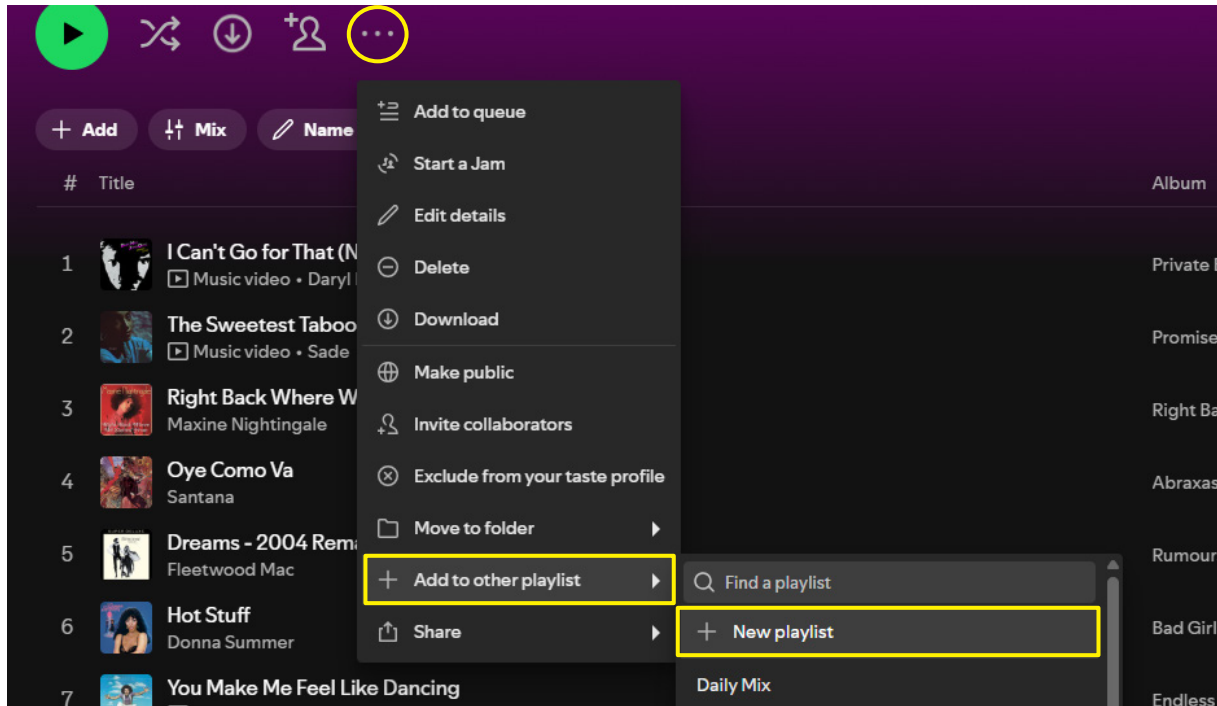


In Spotify, you can choose whether a playlist is public or private. Open the playlist you want to modify and go to the options menu (...). Here, you can change the visibility to **'Public'** or **'Private'**. When a playlist is set to public, it can be viewed and used by others, and can also be imported into the music system. This is not possible with a private playlist.



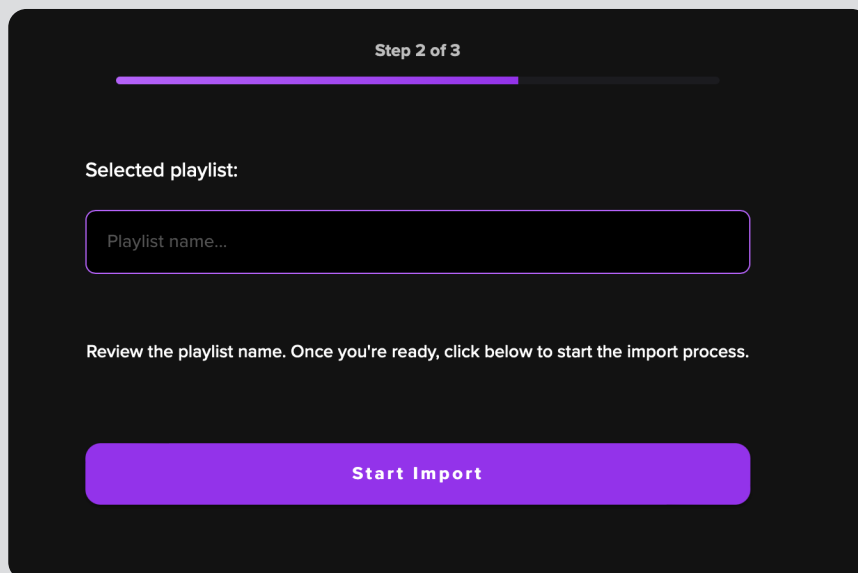
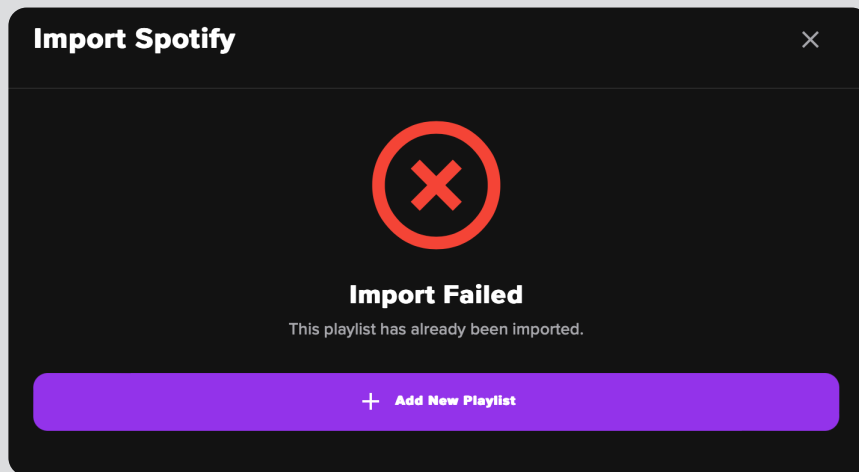
Convert a Spotify playlist into your own playlist

A playlist created by Spotify can be converted into your own playlist by opening the relevant playlist and selecting the options menu (...). Then choose **'Add to other playlist'** and select **'New playlist'**. The songs will be copied to a new playlist in your own library. From that moment on, you have your own version of the playlist, which you can use, modify, and import.



Importing the same playlist

When a playlist has already been imported into the system, you cannot add it again in the same way. In that case, a message will appear stating that the playlist has already been imported. If you still want to import the same playlist again, you can do so by giving it a different name during **step 2** of the import process.



After changing the playlist name in step 2, the import should work again. Because of the modified name, the system recognizes the playlist as a new entry, allowing it to be added without any issues.

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NEED HELP?

Call **0345 57 21 22** or email helpdesk@xenox.nl



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