

Ingestion Admin Guide

How to configure Ingestion on your site.

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[PDF VERSION](#)

Tags | [Content](#) | [Ingestion](#) |

Applies to: Free Basic Business Enterprise

ADMIN PRIVILEGES REQUIRED

This documentation is for **Stack Internal Enterprise**. Free, Basic, and Business users can access their documentation [here](#). [Find your plan](#).

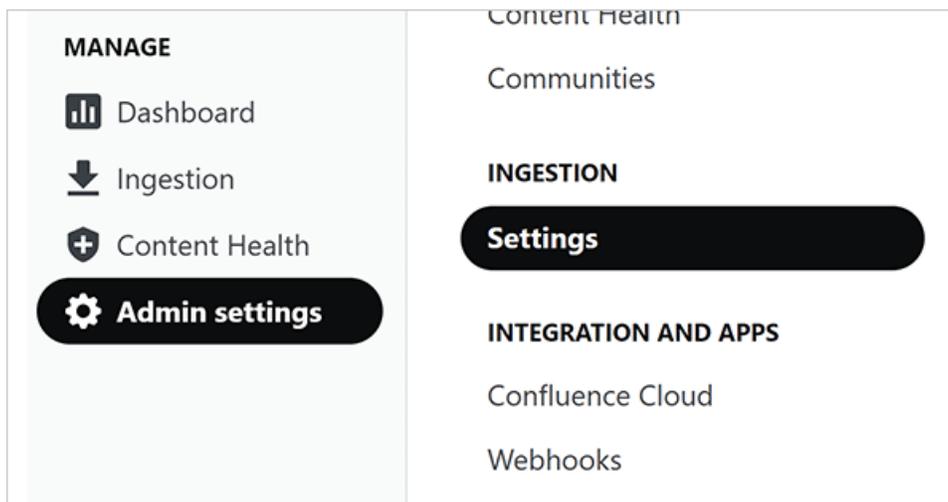
Overview

Stack Internal's content ingestion feature leverages the power of AI to quickly turn your internal documents into high-quality content on your Stack Internal site. This allows you to take static knowledge scattered across your organization and make it dynamic, accessible content your users can easily locate and integrate into their workflows.

NOTE: During the private beta, we'll enable Ingestion on those Stack Internal sites that are part of the private beta test. To turn it off, you can follow the steps detailed below.

Admin settings

To control Ingestion settings, click **Admin settings** in the left-hand menu then **Settings** under the "INGESTION" heading.



Use the **Enable Ingestion** selector to enable or disable Ingestion by turning it **On** or **Off**.

NOTE: Ingestion currently supports file uploads only. Stack Overflow is actively developing connectors for the other services.

Ingestion

Connect external sources like Confluence to bring all your team's knowledge into Stack Internal.

 On Off

Enable Ingestion

Allow content to be imported and synced from your connected knowledge sources.

Connectors

Manage your individual connections to external apps and control what content is ingested.



Confluence Cloud

Extract Q&A from spaces and pages



Slack

Extract Q&A from selected channels



Microsoft Teams

Extract Q&A from selected channels

Ingestion content review reputation threshold

As with the Stack Internal [content health](#) feature, you can set a required reputation threshold for users to access the Ingestion review queue. To set the Ingestion content review threshold, click **Admin settings** in the left-hand menu then **Reputation** under the "CUSTOMIZE" heading. Near the bottom of the page, you'll see the **Ingestion** reputation threshold setting.

<input type="text" value="1"/>	Leave comments on other people's posts	● 50 active users (100%) have this privilege.
<input type="text" value="350"/>	Access to Content Health Access to Content Health queues and details	● 47 active users (23%) have this privilege.
<input type="text" value="250"/>	Ingestion Access to Ingestion review queues	● 76 active users (37%) have this privilege.

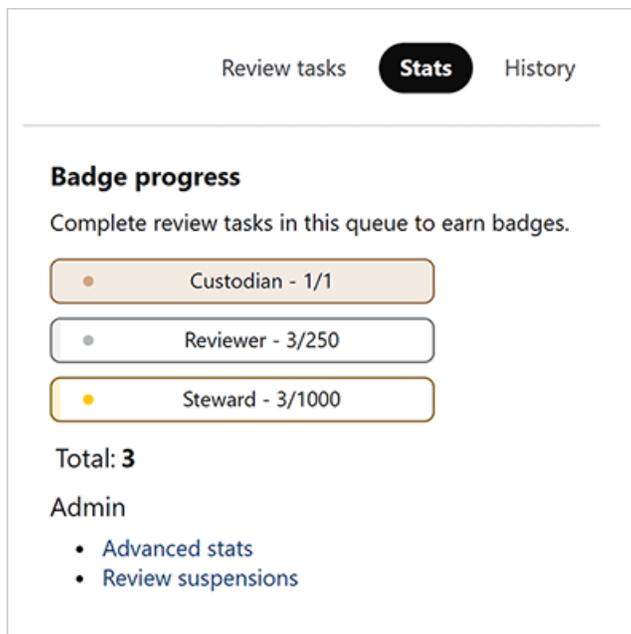
[Save settings](#)

Enter the desired reputation threshold in the **Ingestion** field. Only users meeting or exceeding this threshold will be able to review, edit, and publish Q&A pairs created with the Ingestion process.

Click **Save settings**.

Advanced statistics

Stack Internal combines content reviewer statistics for Ingestion with those of content health. To access advanced statistics for Ingestion, click **Stats** at the top of the Ingestion review tasks page.



The screenshot shows the 'Stats' tab selected in a navigation bar with 'Review tasks' and 'History'. Below the navigation bar, the 'Badge progress' section is visible, which includes the instruction 'Complete review tasks in this queue to earn badges.' and three progress bars: 'Custodian - 1/1' (orange), 'Reviewer - 3/250' (grey), and 'Steward - 3/1000' (yellow). Below the progress bars, it shows 'Total: 3' and an 'Admin' section with links for 'Advanced stats' and 'Review suspensions'.

Advanced stats

To view detailed Ingestion review statistics, click **Advanced stats**. The "Ingestion breakdown" page appears, showing detailed user statistics for Q&A pairs edited, deleted, published, and more. You can set the minimum number of reviews to filter the user list with the **Min. # reviews** field. You can also select the time range for the statistics, from **Today** to **30d** (30 days).

Ingestion breakdown

Queue: Ingestion

Min # reviews: 3

Submit

Today 2d 7d 14d 30d

User	Edit	EditAnswer	RecommendDeletion	VerifyAndPublish	Edit%	EditAnswer
Arlene Volk	12	1	0	14	44%	4%
S. Levin	4	0	0	3	57%	0%
Carl Gunther	3	4	0	9	19%	25%
Lara Abbot Admin	3	0	0	0	100%	0%
Gigi	2	0	0	2	50%	0%
Elyse Davison	2	0	0	2	100%	0%

NOTE: Though the **Queue** pull-down defaults to **Ingestion** on this page, you can change it to view many other aspects of content health and user activity.

Review suspensions

Some users may abuse their content editing rights. In these cases, admins can suspend users' access to the content review queue. To view warnings and suspension, click **Review suspensions**. The "Current review warnings and suspensions" page appears. Here you can review suspensions and warnings from the last 30 days.

Current review warnings and suspensions

Warnings from the past 30 days and active suspensions

Current History Issue

Currently suspended from reviewing: **0 users**

Warnings issued in last 30 days: **0 users**

Reset

User	Started	Ends	By	Reason	#
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NOTE: This page shows suspensions and warnings for all content health review actions, including Ingestion.