Robots text file

The robots.txt file is used by website owners to give instructions about their site to web robots. The web robot will read the robots.txt file before visiting a site, to check whether any directories should be excluded from the visit.

In the example file below, the 'User-agent' is specifying ALL robots, and 'Disallow' is instructing them not to visit the /customers directory.

```
User-agent: *

Disallow: /customers
```

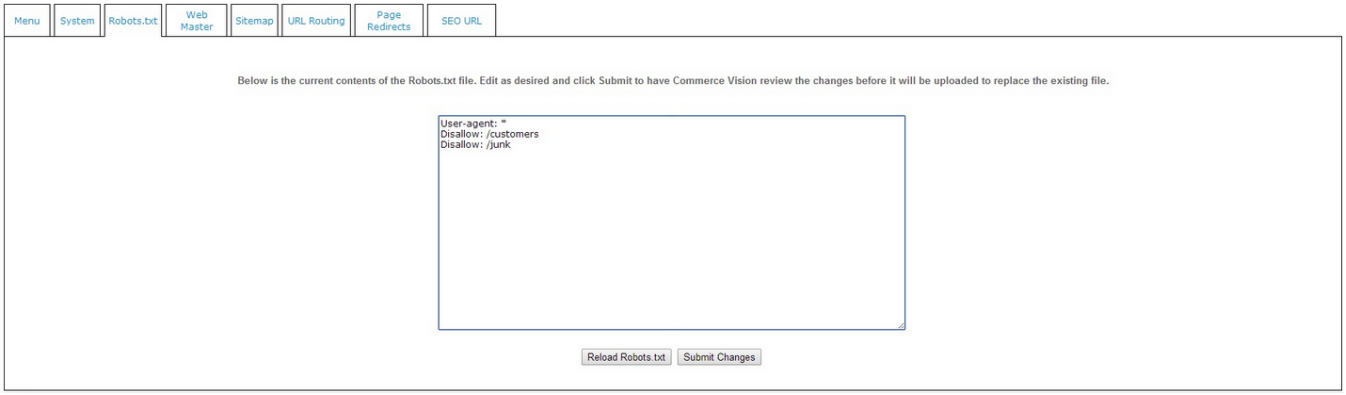
Customer Self Service allows for easy maintenance of the robots.txt file by site Administrators. Simply follow the procedure below.

Step-by-step guide

To View and Update the robots.txt file:

1. *Login as an Administrator.*
2. *Navigate to **Settings SEO Maintenance** (/zSearchEngineOptimisationMaintenance.aspx).*
3. *Click the **Robots.txt** tab.*
4. *The contents of the current robots.txt file will be displayed in the dialogue box.*
5. *Edit the file contents directly on screen, or copy and paste data from another file.*
6. *In the event of an error, click the **Reload Robots.txt** button to start again.*
7. *Click the **Submit Changes** button.*

The revised file will be sent to Commerce Vision for review, and you will be advised once the new file has been uploaded.



For further information on robots.txt, see http://www.robotstxt.org/robotstxt.html.

Related help

- Google Tag Manager with Google Analytics (v4)
- Google Tag Manager with UA & GA4
- Google Tag Manager & Analytics
- Google Tag Manager with Universal Analytics
- Product & Category Page Metadata