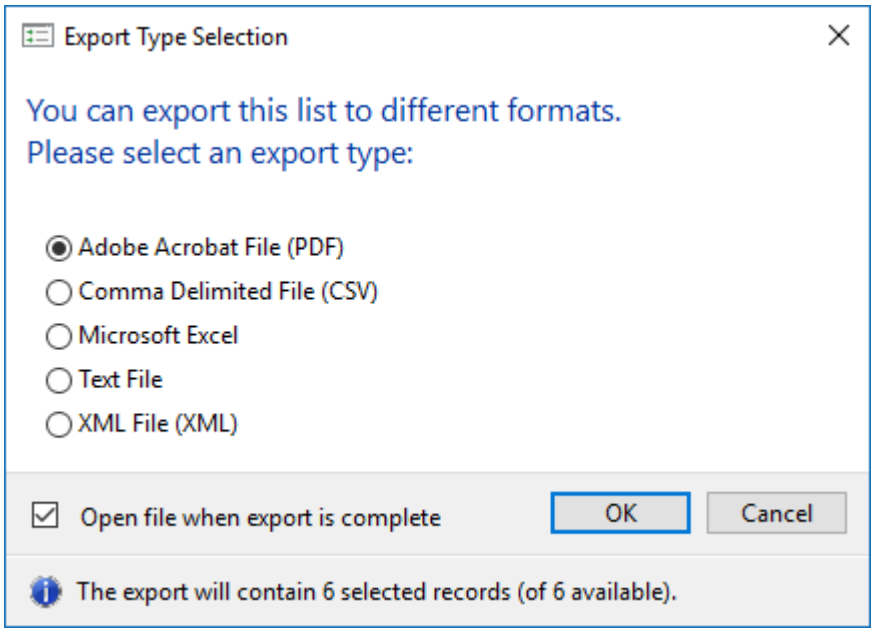
Export Data

Export Type Selection

The export type selection window allows a choice of formats to export data in.

Options include:

- **PDF**
- **CSV**
- **Excel**
- **Text**
- **XML**

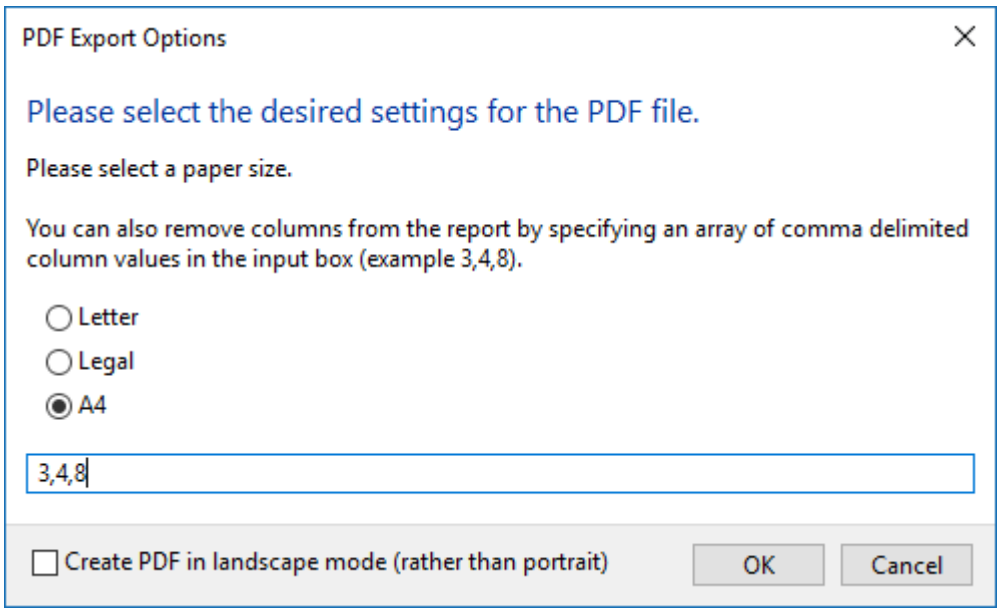


PDF

Selecting PDF will open the `PDF Options` window.

PDF Options:

- Select the paper size (Letter, Legal or A4) to set output formatting
- Enter, if required, the columns to omit from the report in the input field using a comma delimited array. eg to remove columns 3, 4 and 8 enter **3,4,8**.
- Check the `Create PDF in landscape mode` to change from the default mode of landscape to portrait if required.



Click OK to create report.

Select from the Save As window to set the preferred file name and location and click Save to save file.

CSV

Selecting CSV will open Save As window.

Set the preferred file name and location and click Save to save file.

Excel

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