Exporting Reports

After generating a report, you can download the report in a variety of formats including:

- XML File with report data
- CSV (Comma Delimited)
- PDF
- MHTML (Web Archive)
- Excel document
- TIFF image
- Word document.

Exporting User & Usage Reports:

1. From the top toolbar, Select a Format from the drop-down menu.

Select a format	Exp	oort 🚺	\$
Select a format XML file with report da CSV (comma delimite Acrobat (PDF) file MHTML (web archive) Excel TIFF file Word		_	

- 2. Click Export.
- 3. **Open** or **Save** the file (depending on browser settings).