

Last Modified on 2021-09-14 15:03

To export bulk finalized reports, select Report Exports from the profile menu:

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You can return to this screen at any time to view exported reports.

List Finalized Reports: C End date				Created	
2019-0	11-01	2021-09-14			
	Category	Title	Count		
•	Customer Demo	Tricefy OB - 2nd Trimester Ultrasound (2 Image insert)	1		
•	Gyn	GYN report 16042018	1		
•	OB	First Trimester Ultrasound 16042018 - Duplicated	1		
Number o	f finalized reports to export	· 2	4		

- 1. Select Create New Finalized Report Export
- 2. Select a date range (reports finalized within this date range will export)
- 3. Select the specific reports within that date range
- 4. Select Begin Export

If the status reads, "Not Ready," for more than a minute, select the **Refresh** button at the top of the screen.

When the reports are exported, a download (.zip) link will be available for each report.