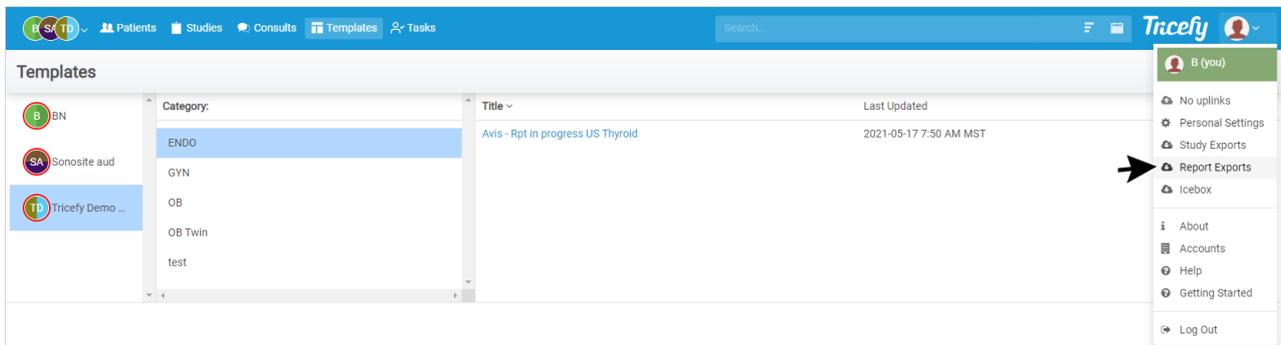


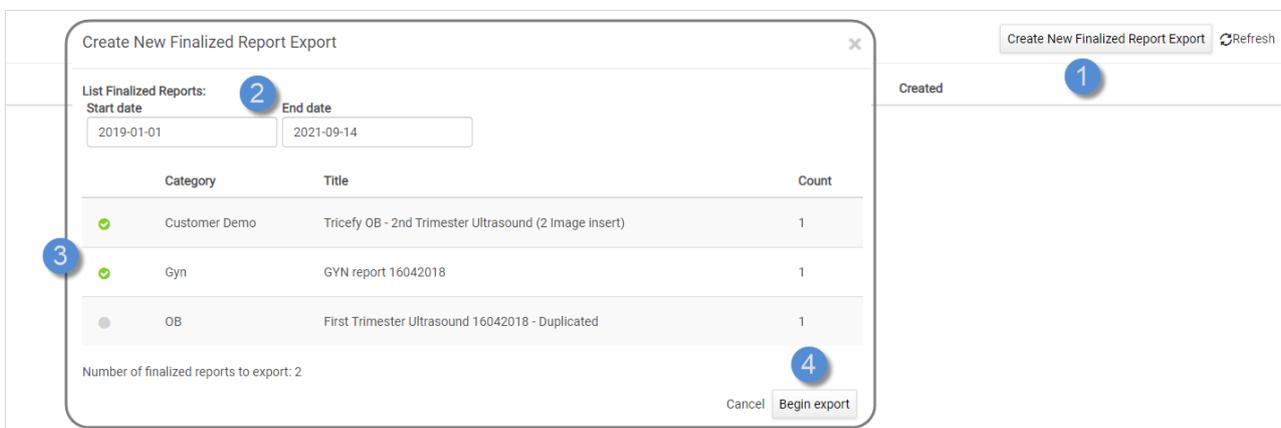
## Export Bulk Reports

Last Modified on 2021-09-14 15:03

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



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



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.