

Export Results Using a Custom Export

Please see How To Create a Custom Export before reading this How To

- From “Results” 1



- Scroll down to locate the **Button Bar** 2

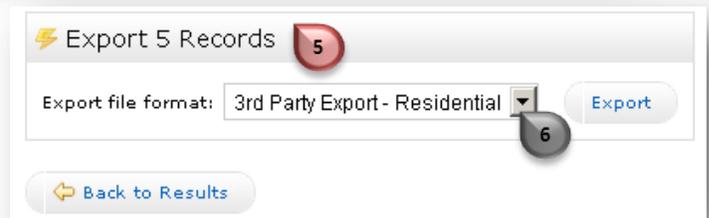
Note: The Button Bar is activated when you select at least one result by placing a check mark next to the property 3

- Click on “**Export**” 4

Note: If your button bar presents different options click “Actions” on the hover toolbar



- Verify the number of results 5 you are exporting



- Click the drop down arrow next to “**Export file format**” 6

- Select desired “**Custom Export**” 7

Note: You cannot use the drop down arrow unless you have previously created a Custom Export



- Select “**Export**” 8

- The results will download to your computer in the selected Custom Export format