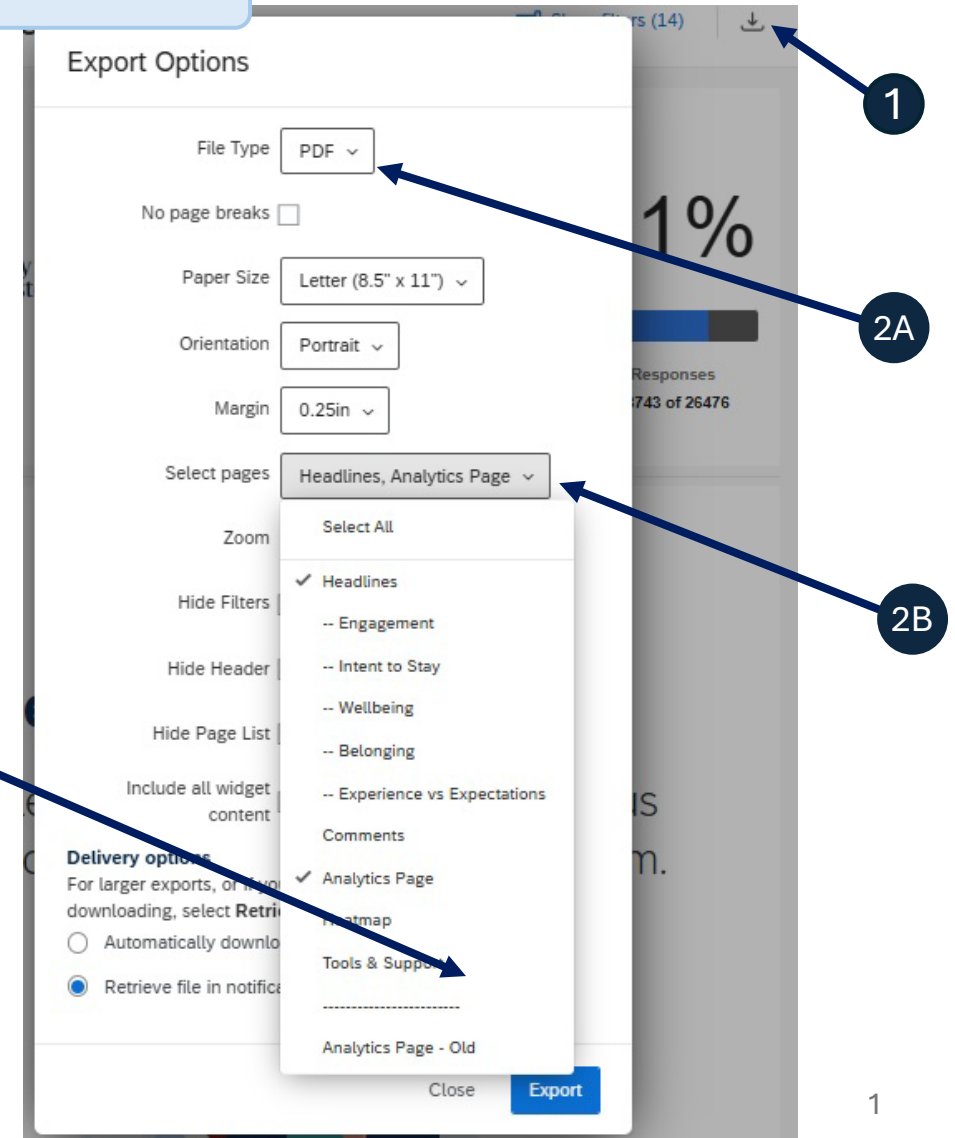
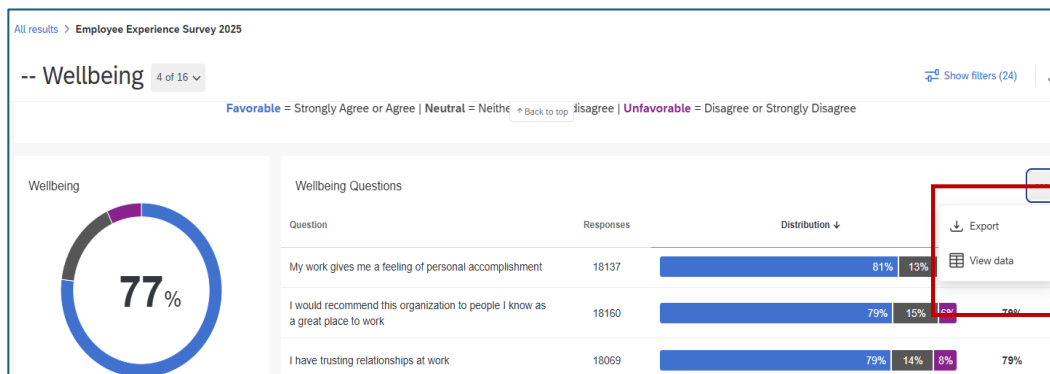


Export and Share Results

Export your results to share with your team or include them in a presentation.

1. Click the download icon in the upper-right corner of the page.
 - Click **Download dashboard**.
2. Select your desired export options from the drop-down menus.
 - 2A. *Recommendation: export as PDF or image to maintain visuals.
 - 2B. You can select specific dashboard pages to download or Select All.
3. Click **Export**.
 - Your file will be saved to the location you selected on the **Export Options** window.



The 'Export Options' dialog box is shown with numbered callouts: 1 points to the download icon in the top right of the dashboard; 2A points to the 'File Type' dropdown set to 'PDF'; 2B points to the 'Select pages' dropdown set to 'Headlines, Analytics Page'; and 3 points to the 'Export' button at the bottom right of the dialog.

Export Options

File Type: PDF

No page breaks: ☐

Paper Size: Letter (8.5" x 11")

Orientation: Portrait

Margin: 0.25in

Select pages: Headlines, Analytics Page

Zoom: Select All

Hide Filters: ☒ Headlines

Hide Header: ☐ -- Engagement

Hide Page List: ☐ -- Intent to Stay

Include all widget content: ☐ -- Wellbeing

Delivery options

For larger exports, or if you are downloading, select **Retrieve file in notification**

☐ Automatically download

☒ Retrieve file in notification

Tools & Support

Analytics Page - Old

Close Export