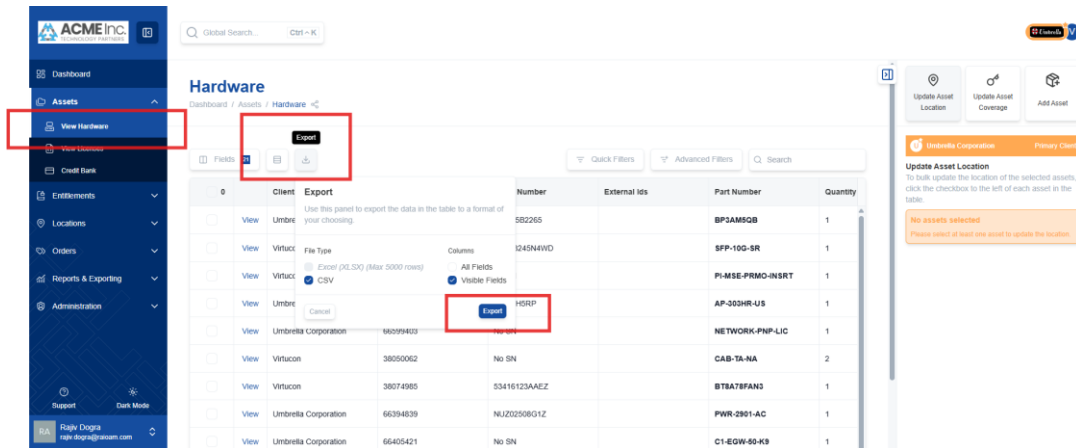


General > List Page Exporting

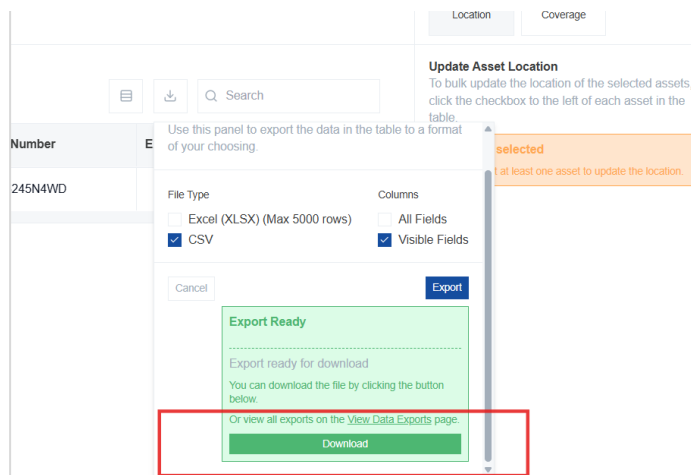
The export function allows you to export data from the table in either Excel or CSV format.

Steps:

1. Click the "Export" button.



2. Select the desired file format: Excel or CSV.
3. Choose whether to export All Possible Fields or Only Visible Fields
 - All Possible Fields exports all available fields for the assets.
 - Only Visible Fields exports only the fields currently displayed in the table.
4. Click the Export button.
5. A message will appear: "Export queued... This may take a while."
 - You can wait on the report to finish or navigate elsewhere in NexaONE while the report is being created.



- To monitor progress or download completed files, open **Reports & Exporting** and check the **View Data Exports** page for status and availability.

Relevance: Exporting data allows for offline analysis, reporting, and data sharing.