

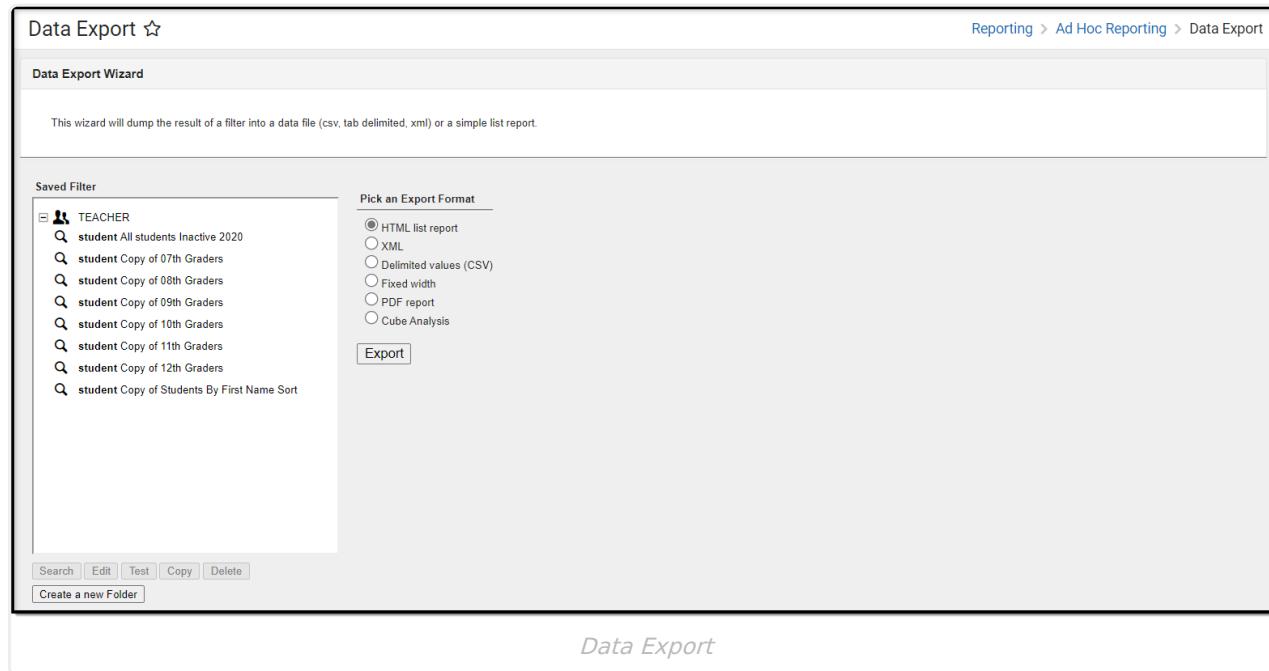
Data Export Tool Rights

Last Modified on 12/14/2025 8:45 pm CST

The **Data Export** tool allows users to view the results of Ad hoc filters in multiple report formats and files. All Ad hoc filters created via the [Filter Designer](#) are able to be exported via the Data Export tool.

Be careful when granting delete rights to this tool, as deleting an Ad hoc filter within the Data Export tool permanently deletes the filter from all areas of Campus.

To learn how use this tool, see the [Data Export](#) article.



Data Export

Reporting > Ad Hoc Reporting > Data Export

Data Export Wizard

This wizard will dump the result of a filter into a data file (csv, tab delimited, xml) or a simple list report.

Saved Filter

- TEACHER
- student All students Inactive 2020
- student Copy of 07th Graders
- student Copy of 08th Graders
- student Copy of 09th Graders
- student Copy of 10th Graders
- student Copy of 11th Graders
- student Copy of 12th Graders
- student Copy of Students By First Name Sort

Pick an Export Format

- HTML list report
- XML
- Delimited values (CSV)
- Fixed width
- PDF report
- Cube Analysis

Buttons

Search | Edit | Test | Copy | Delete | Create a new Folder

Data Export

Available Tool Rights

Subrights in ***italics***. Data Warehouse subright applies to districts who have enabled data warehouse for their site.

R	W	A	D
View Data Export tool.	Modify existing exports.	Create new exports.	Delete saved filter.
<i>Data Warehouse: Allow live data as source</i>			

R	W	A	D
User can select the "live" database option from the Data Source field.	N/A	N/A	N/A

Suggested User Groups

Grant rights to this tool according to your district's needs.

See [User Groups and Suggested Roles](#) for more information.
