

Exports

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Export Data

You can automate your order management, run custom reports or make a backup your product info by using the Export Data functionality to extract different types of information stored in the database.

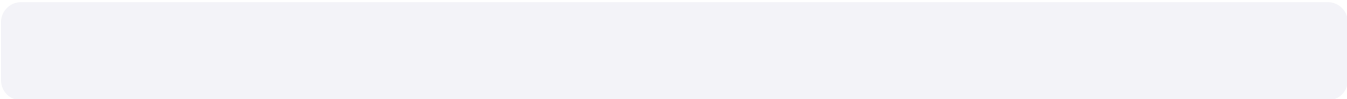
What you would learn

- 1. What type of information can be exported.
- 2. How to build a custom export layout.
- 3. How to filter the data.
- 4. How to sort the data.
- 5. How to automate an export.

Export types

There are various export types, which are designed to access specific parts of the system, based on the data type. In this section you would find more information about the layout types you could use, how to access them and what are the system fields you can export.

The three main export types can be selected when creating a new **Export Layout**:



You can extract information stored in Product Details, Accounts and related Custom Fields. Here is a full list of fields for each system section.

Product Fields

Export Layout Field	System Field Name	Description
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item.Application Data	Application Data	Not in use.
item.Barcode	Barcode	Self-generated barcode.
item.Bundle Error	Bundle Error	Indicates a system error with the bundle.
item.Calculate Price	Calculate Price	Specify whether the bundle price should be taken from the individual components.
item.ConditionID	ConditionID	Item condition.
item.Date Created	Date Created	Date when the product was last modified.
item.EAN	EAN	EAN barcode.
item.Error Text	Error Text	Specifies the exact bundle error.
item.ID	ID	Unique item ID in the tool's database.
item.Inventory Title	Inventory Title	Generic product title.
item.Is Bundle	Is Bundle	Specifies whether the product is a bundle .
item.ISBN	ISBN	International Standard Book Number.
item.Listing Image	Listing Image	Not in use.
item.Main Image	Main Image	Main product image URL.
item.More Picture URLs	More Picture URLs	Additional product image URLs.
item.MPN	MPN	Manufacturer part number.
item.SKU	SKU	Unique product identifier.
item.UPC	UPC	Universal Product Code.
item.Variation Group	Variation Group	Identifier that groups individual SKUs in a variation listing.

Product Account Fields

Export Layout Field	System Field Name	Description
item_account.Account	Account	The channel where the product should be listed.
item_account.Account Profile	Account Profile	Account Profile assigned to the product.

item_account.Channel Item ID	Channel Item ID	Marketplace listing identifier.
item_account.Channel Status	Channel Status	Listing status received from the marketplace. Please note the field is Not in use. for all integrated marketplaces.
item_account.Closed	Closed	Specifies whether a product is discarded. If checked the system would not attempt to list the product.
item_account.Condition Description	Condition Description	More detailed description of the product condition.
item_account.Country	Country	Country of origin.
item_account.Currency	Currency	Price currency on product account level. Overrides the default value set in the Account settings.
item_account.Date Created	Date Created	Date the product account was last modified.
item_account.Description	Description	Product description.
item_account.Design Template	Design Template	Design template on product account level. Overrides the default value set in the Account settings.
item_account.Discount Price Info	Discount Price Info	Specify the price to be pushed as RRP, if the marketplace account supports strike through pricing.
item_account.Dispatch Time Max	Dispatch Time Max	Dispatch time on product account level. Overrides the default value set in the Account settings. Set to -1 if the value in Account settings is used.
item_account.Duty	Duty	Product duty in local currency. Reserved for future use.
item_account.End Error	End Error	Error message if the system failed to end an item.
item_account.End Item	End Item	If ticked, the system will attempt to end an item.
item_account.End Reason	End Reason	Field to specify the reason for ending an item.
item_account.Error Code	Error Code	The numerical code of the error message.
item_account.Error Updating Quantity	Error Updating Quantity	Error message if the system fails to update the quantity of an item.
item_account.Has gallery	Has gallery	Used for eBay. States if the product's images should be made into a gallery in eBay.
item_account.Home Country VAT Rating	Home Country VAT Rating	Reserved for future use.
item_account.ID	ID	Unique listing ID in the tool's database.

item_account.Immediate Payment	Immediate Payment	States that immediate payment is required when the product is bought.
item_account.Is Clearanse	Is Clearanse	Not in use.
item_account.Is Flat Shipping Charge	Is Flat Shipping Charge	Activates "Flat Shipping Charge". Used only for TradeMe marketplace.
item_account.Item Specifics	Item Specifics	Contains product specifications such as "Material", "Style", "Patern" ect.
item_account.K Codes	K Codes	eBay specific field. Used to define fitment for vehicle parts and accessories.
item_account.List / Update the Whole Item	List / Update the Whole Item	Field used to list/create a product on the marketplace.
item_account.List logic	List logic	Not in use.
item_account.Listing Duration	Listing Duration	Duration the product will be live on the marketplace before de-listing.
item_account.Listing Status	Listing Status	Not in use.
item_account.Listing Type	Listing Type	Type of the listing on the marketplace (auction, fixed price item).
item_account.Location	Location	Virtual warehouse where the product is stored within the system.
item_account.Long Error Message	Long Error Message	The long error message if the system fails to list a product on the marketplace.
item_account.Original Price	Original Price	The original, non-converted price of a product
item_account.Payment Method 1	Payment Method 1	Payment method used to collect the payment when a product is ordered on the marketplace.
item_account.Payment Method 2	Payment Method 2	Second payment method used to collect payments (optional).
item_account.Price	Price	Sale price of the listing in the appropriate currency according to the marketplace the product is being listed on.
item_account.Prices Includes VAT	Prices Includes VAT	Reserved for future use.
item_account.Primary Category ID	Primary Category ID	Primary marketplace product category.

item_account.Product status	Product status	Not in use.
item_account.Protect Price	Protect Price	If checked the system would not import new price for the product selected.
item_account.Protect Whole Item	Protect Whole Item	Protects the products from any changes being made to it.
item_account.Quantity	Quantity	Quantity to be listed on the marketplace account based on stock allocation rules.
item_account.Quantity Available	Quantity Available	Total quantity held in Location Quantities.
item_account.Quantity Last Updated at	Quantity Last Updated at	The date quantity of the product was last updated on the marketplace.
item_account.Random	Random	Not in use.
item_account.Result	Result	Not in use.
item_account.Return Policy	Return Policy	Return policy on product account level. Overrides the default return policy set in the Account settings.
item_account.Revise Description	Revise Description	If checked, the system would attempt to revise the description of the listing.
item_account.Revise Description Error	Revise Description Error	Error message if the system fails to revise the description of a listing.
item_account.RRP	RRP	Recommended Retail Price
item_account.Secondary Category ID	Secondary Category ID	Secondary marketplace product category.
item_account.Seller	Seller	Product's seller name within the system.
item_account.Shipping Amount	Shipping Amount	Reserved for future use.
item_account.Shipping Template	Shipping Template	Shipping template on product account level. Overrides the default shipping template set in the Account settings.
item_account.Short Error Message	Short Error Message	The short error message if the system fails to list a product on the marketplace.
item_account.Skip Low Price Protection	Skip Low Price Protection	Allows the system to change the price of a product

item_account.Specific field for deleting items	Specific field for deleting items	Field used for deleting products/product accounts in bulk. "Delete specific items" functionality in System Tasks → More Actions tab uses this field.
item_account.Store Category ID	Store Category ID	eBay store design category 1.
item_account.Store Category2 ID	Store Category2 ID	eBay store design category 2.
item_account.Sub Title	Sub Title	Sub title of the listing on the channel.
item_account.Tags	Tags	Internal to the system field with the only use to store common information for different products.
item_account.Target Country VAT Rating	Target Country VAT Rating	Reserved for future use.
item_account.Title	Title	Title of the listing that will be shown on the channel.
item_account.Update Item Error	Update Item Error	Error message if the system fails to list/update the product on the channel.
item_account.Update Price	Update Price	Field used to update the price of a product on the channel.
item_account.Update Price Error	Update Price Error	Error message if the system fails to update the price of the product.
item_account.Update Quantity	Update Quantity	Field used to update the quantity of a product on the channel.
item_account.Variation Group	Variation Group	The variation group that states which products with the same details (title, item specifics) but different variation specifics will be listed as one variation listing.
item_account.Variation Specifics	Variation Specifics	Contains the variation specifications of the product such as 'Size' and 'Colour'.
item_account.VAT	VAT	VAT set on product account level. -1 means no VAT is used or calculated in any way.
item_account.View Count	View Count	The number of times the listing has been viewed on eBay.

Product Custom Fields

You can pull in the export all of the custom fields assigned to products.

You can extract information stored in **Location Quantities**. Here is a full list of fields for this system section.

Product Location Quantities Fields

Export Layout Field	System Field Name	Description
item_location_quantity.Import ID	Import ID	The ID of the last stock update of a SKU received via Automatic Stock Import. Reserved for internal use.
item_location_quantity.Is Updated	Is Updated	Reserved for internal use.
item_location_quantity.Location	Location	Warehouses in the system against which stock can be stored for every SKU.
item_location_quantity.Magento Date	Magento Date	The last stock update of a SKU received via Magento Connector.
item_location_quantity.New Quantity	New Quantity	Reserved for internal use.
item_location_quantity.New Updated	New Updated	Reserved for internal use.
item_location_quantity.Quantity	Quantity	Quantity that is stored in the location.
item_location_quantity.SKU	SKU	Unique product identifier.

You can extract information stored in **Orders**, **Order Items** and **Order Item Lines**. Here is a full list of fields for this system section.

Orders Fields

Export Layout Field	System Field Name	Description
orders.ID	ID	Unique order ID in the database.
orders.Date Created	Date Created	The date, the order is created/downloaded in the system.
orders.Account	Account	The channel where the sale took place.
orders.Arcade Order Shipping ID	Arcade Order Shipping ID	Reserved for internal use.
orders.Billing City Name	Billing City Name	Buyer's billing city name.

orders.Billing Country Code	Billing Country Code	The two letter code of buyer's billing country.
orders.Billing Country Name	Billing Country Name	Buyer's billing country name.
orders.Billing Info Received	Billing Info Received	States if there is a billing information received.
orders.Billing Name	Billing Name	Buyer's name.
orders.Billing Phone	Billing Phone	Buyer's phone for contact.
orders.Billing Postal Code	Billing Postal Code	The postal code of buyer's city/region.
orders.Billing State Province	Billing State Province	The state or province of buyer's address.
orders.Billing Street 1	Billing Street 1	The main billing address of the buyer.
orders.Billing Street 2	Billing Street 2	Secondary billing address of the buyer.
orders.Buyer mail	Buyer mail	Buyer's marketplace e-mail.
orders.Buyer User ID	Buyer User ID	Marketplace user ID of the buyer.
orders.CS Notes	CS Notes	Internal system field, used for notes.
orders.Error Export	Error Export	Not in use.
orders.External Trans Fee Currency	External Trans Fee Currency	Shows the currency of the transaction fee. Please note the field is not used for all integrated marketplaces.
orders.External Trans Fee Or Credit	External Trans Fee Or Credit	Shows the payment external transaction fee amount. Please note the field is not used for all integrated marketplaces.
orders.External Trans ID	External Trans ID	The payment external transaction ID for the given order. Please note the field is not used for all integrated marketplaces.
orders.External Trans Payment Or Refund Currency	External Trans Payment Or Refund Currency	Shows the currency of the payment/refund. Please note the field is not used for all integrated marketplaces.
orders.External Trans Payment Or Refund	External Trans Payment Or Refund	Shows the external transaction payment/refund amount. Please note the field is not used for all integrated marketplaces.

orders.External Trans Status	External Trans Status	Shows if the transaction is processed successfully.
orders.External Trans Time	External Trans Time	Shows the time the transaction was processed.
orders.Magento Error	Magento Error	Magento Connector Field. Error message if the order could not be received properly by Magento.
orders.Magento Order Id	Magento Order Id	Magento Connector Field. Populated when the order is successfully received by Magento.
orders.Marketplace Fulfillment Channel	Marketplace Fulfillment Channel	Amazon specific fields. Specifies the fulfillment type.
orders.Marketplace Order ID	Marketplace Order ID	Channel order ID.
orders.Marketplace status	Marketplace status	The channel status of the order.
orders.Note	Note	Internal system field. Contains additional information and/or notes.
orders.Order Created Time	Order Created Time	The time the order was created on the channel.
orders.Order Currency	Order Currency	The currency of the given order.
orders.Order Error	Order Error	Not in use.
orders.Order Paid Time	Order Paid Time	The time order payment was downloaded into the system.
orders.Order Payment Hold Status	Order Payment Hold Status	Specifies if a PayPal transaction is on hold.
orders.Order Payment ID	Order Payment ID	The payment transaction ID for the given order. Usually filled in if External Transaction ID is empty. Please note the field is not used for all integrated marketplaces.
orders.Order Payment Method	Order Payment Method	The payment method used by the channel.
orders.Order Status	Order Status	Internal system field. Shows the status of the order ('Cancelled', 'Shipped' ect.)
orders.Refunded So Far Sum	Refunded So Far Sum	The already refunded amount out of the total order amount.
orders.Refunded	Refunded	If ticked, shows that the order is being refunded.

orders.Selling Manager SalesRecordNumber	Selling Manager SalesRecordNumber	eBay Sales record number of the order. Please note the field is Not in use. for all integrated marketplaces.
orders.Shipping Address ID	Shipping Address ID	Order buyer's shipping address ID. Please note the field is not used for all integrated marketplaces.
orders.Shipping Buyer Name Transliterate	Shipping Buyer Name Transliterate	Transliterated buyer name.
orders.Shipping Buyer Name	Shipping Buyer Name	Buyer's name.
orders.Shipping Carrier	Shipping Carrier	The name of the carrier used for shipping the order.
orders.Shipping City Transliterate	Shipping City Transliterate	Transliterated buyer's shipping city name.
orders.Shipping City	Shipping City	Buyer's shipping city name.
orders.Shipping Country Code	Shipping Country Code	Two letter code of buyer's shipping country.
orders.Shipping Country Name Transliterate	Shipping Country Name Transliterate	Buyer's transliterated shipping country name.
orders.Shipping Country Name	Shipping Country Name	Buyer's shipping country name.
orders.Shipping Ext Address ID	Shipping Ext Address ID	Not in use.
orders.Shipping Get It Fast	Shipping Get It Fast	Not in use.
orders.Shipping ID	Shipping ID	Marketplace ID of the shipping address.
orders.Shipping Phone	Shipping Phone	Buyer's shipping telephone number.
orders.Shipping Postal Code	Shipping Postal Code	The postal code of buyer's shipping city/region.
orders.Shipping Sales Tax	Shipping Sales Tax	Reserved for future use. Tax for the shipping cost.
orders.Shipping Service Cost	Shipping Service Cost	Service cost of the shipping service provider.
orders.Shipping Service	Shipping Service	Name of the shipping service provider.
orders.Shipping Shipped Date	Shipping Shipped Date	The date the order is dispatched.

orders.Shipping Shipped Time	Shipping Shipped Time	Not in use.
orders.Shipping State Province Transliterate	Shipping State Province Transliterate	Transliterated shipping state province of the buyer.
orders.Shipping State Province	Shipping State Province	Buyer's shipping state province name.
orders.Shipping Street 1 Transliterate	Shipping Street 1 Transliterate	Transliterated main shipping address of the buyer.
orders.Shipping Street 1	Shipping Street 1	The main shipping address of the buyer.
orders.Shipping Street 2 Transliterate	Shipping Street 2 Transliterate	Transliterated secondary shipping address of the buyer.
orders.Shipping Street 2	Shipping Street 2	Secondary shipping address of the buyer.
orders.Shipping Track Number	Shipping Track Number	Courier's tracking number of the given order.
orders.Shipping Tracking URL	Shipping Tracking URL	The URL link used to reach courier's tracking orders page for the given order.
orders.Take action	Take action	States that the given order is being actioned (will be cancelled/refunded ect). Please note the field is Not in use. for all integrated marketplaces.
orders.Total Tax Ammount	Total Tax Ammount	Reserved for future use. The tax amount of the order.
orders.Total tax percent	Total tax percent	Reserved for future use. The tax percentage of the order.
orders.Update shipping error	Update shipping error	Error message if the system fails to send shipping update to the channel.
orders.Update Shipping Pending	Update Shipping Pending	If ticked, the system will attempt to send a shipping update to the channel for the given order.
orders.Order Subtotal Amount	Order Subtotal Amount	The amount of the ordered excluding the shipping.
orders.Order Total Amount	Order Total Amount	The total amount of the order.

Order Item Fields

Export Layout Field	System Field Name	Description
order_item.Accept Order Item	Accept Order Item	System field used to accept orders based on stock levels. If ticked, the ordered should be shipped. Used for marketplaces which require order acceptance.
order_item.Account	Account	The channel where the sale took place.
order_item.Amount for Refund	Amount for Refund	The amount that is about to be refunded.
order_item.Channel Item ID	Channel Item ID	Ordered product's marketplace listing identifier. Please note the field is Not in use. for all integrated marketplaces.
order_item.Check For Bundle	Check For Bundle	Not in use.
order_item.Exported	Exported	Shows if the ordered product is exported (sent) to the client.
order_item.Is Bundle Component	Is Bundle Component	If ticked, means the product is a part of a bundle.
order_item.Is Bundle	Is Bundle	If ticked, means the ordered product is a bundle.
order_item.Item Order Line ID	Item Order Line ID	Unique order item line ID in tool's database.
order_item.Item Price	Item Price	Sale price of the ordered product.
order_item.Item Shipping Cost	Item Shipping Cost	Shipping cost of the ordered product.
order_item.Item Title	Item Title	Listing title of the ordered product.
order_item.Item Transaction ID	Item Transaction ID	The transaction ID for the given product.
order_item.Item Variations	Item Variations	Variation specifics of the ordered product.
order_item.Magento Exported	Magento Exported	Magento Connector Field. Shows if the product is sent to the Magento system.
order_item.Note	Note	Used to store internal notes.
order_item.Out of Stock	Out of Stock	Shows if the ordered product doesn't have available quantity in tool's locations.

Export Layout Field	System Field Name	Description
order_item.Quantity	Quantity	Ordered quantity of the given product.
order_item.Refund Note	Refund Note	Used to store notes regarding the refund of the given product.
order_item.Refunded Amount	Refunded Amount	The amount refunded for the given product.
order_item.Rejected order item	Rejected order item	If ticked, the product would be rejected on the marketplace. Used for marketplaces which require order acceptance.
order_item.Sales tax amount	Sales tax amount	Reserved for future use. Product's sale tax amount.
order_item.SKU	SKU	The unique product identifier of the ordered product.
order_item.Status	Status	Marketplace status of the ordered product.

Order Item Lines Fields

Export Layout Field	System Field Name	Description
order_item_line.ID	ID	Unique order item line ID in tool's database.
order_item_line.Date Created	Date Created	The date the order item line is created in the system.
order_item_line.document_url	document_url	Not in use.
order_item_line.Line ID	Line ID	The ID of the order item line row created.
order_item_line.mp_order_item_id	mp_order_item_id	Not in use.
order_item_line.shipping_tracking_number	shipping_tracking_number	The tracking number for the given ordered product.
order_item_line.Status	Status	Not in use.

There is one pre-defined export layout, which allows you to extract product item and variation specifics. The **Exported IS and VS** layout is located under the **Import / Export** navigation menu.

You can extract information stored in the **Item and Variation Specifics**. Here is a full list of fields for this system section. The fields are preselected. and cannot be amended. Each item or variation

specific group would be exported as a separate column.

Exported IS and VS Fields

Export Layout Field	System Field Name	Description
item.SKU	SKU	Unique product identifier.
item_account.ItemSpecifics	ItemSpecifics	All item specifics assigned to a product account.
item_account.VariationSpecifics	VariationSpecifics	All variation specifics assigned to a product account.

You can also request **custom exports** to combine data from multiple system sections by submitting an [integration request](#) for a new export in our support system.

Build a custom export layout

After you select the type of data you would like to export, you should specify which fields you require to be exported. The **Export Layouts** functionality is enhanced by the ability to filter, sort and save searches for later use. To build a new export layout:

1. Go to **Import / Export → Export Layouts** and click the Create icon .
2. **Select** the export type from the available options.
 - Product
 - Product Location Stock Update
 - Order
3. **Choose** from the available **fields** displayed on the left-hand side by dragging to the right the ones you would like to export.
 - You can **reorder** the fields using the drag and drop functionality.
 - To **remove** a selected field, double-click on it.
4. Set required **filters**, if any.
5. **Sort** the export, if required.
6. To export the data:
 - Click **Manual**, if you need an ad hoc export and you would not like to keep a copy of the layout.
 - Select **Automatic** and enter a name of the Export Layout to keep it for later use or configure an Automatic Export Feed.

Filter the export data

To limit the data in the export, you can utilise the powerful filtering options. In this step, we will explain how to use different search techniques to help you build structured queries containing the data you need.

Constructing filter expressions

A simple filter consists of a *field*, followed by an *operator*, followed by one or more *values*. For example:

```
item_account.Quantity > '2'
```

This query will include only records which have quantity higher than "2". It uses the "item_account.Quantity" *field*, the "greater than" *operator*, and the *value* "2" .

Here is an explanation of each filter element.

Filter element	Description
field	Represents a system field or an already existing custom field. The fields, which can be filtered are defined by the export type.
Operator	One or more symbols or words that compare the value of a field on its left with a value on its right. Only true results are retrieved by the clause.
Value	A search term, that could be an exact phrase, number, date. Also specified as reference value.

To construct a filter expression:

1. **Select** a *field* from the "Comparison (and Sort)" section.
2. **Enter** a *value. *Depending on the field type, you would be prompted to:
 - Type down a text.
 - Select a date.
 - Choose an option from a drop-down list.
3. **Select** an *operator* .

Type of operators

There are 4 types of operators, which accommodate complex search criteria.

Category	Operator	Description	Example
Comparison	=	Equal to.	item_account.Quantity = '10'
	<	Less than.	item_account.Quantity < '10'
	>	Greater than.	item_account.Quantity > '10'
	<=	Less than or equal to.	item_account.Quantity <= '10'
	>=	Greater than or equal to.	item_account.Quantity >= '10'
	NOT Equal To	Not equal to.	item_account.Quantity <> '10'
Partial Comparison	Contains	Returns the records which contain the reference value in the specified field.	item_account.Title LIKE '%shirt%'
	Starts With	Returns the records where the values in the specified field start with the reference value.	item_account.Title LIKE 'shirt%'
	Ends With	Returns the records where the values in the specified fields end with the reference value.	item_account.Title LIKE '%shirt'
	Does NOT Contain	Returns the records which do not contain the reference value in the specified field.	item_account.Title NOT LIKE '%shirt%'
	Does NOT Start With	Returns the records where the values in the specified field do not start with the reference value.	item_account.Title NOT LIKE 'shirt%'
	Does NOT End With	Returns the records where the values in the specified field do not end with the reference value.	item_account.Title NOT LIKE '%shirt'
Unit Comparison	IN List	Works with text fields. Returns the records where the values in the specified field match any of the reference values, separated by comma.	item.SKU IN ('SKU123','SKU345')

	NOT IN List	Works with text fields. Returns the records where the values in the specified field does not match any of the reference values, separated by comma.	item.SKU NOT IN ('SKU123','SKU345')
Logical, Grouping and other operators	AND	Used to group expressions. Returns records which satisfy all conditions separated by AND.	item_account.Quantity > '10' AND item_account.Title LIKE '%shirt%'
	OR	Used to group expressions. Returns records which satisfy any of the conditions separated by OR.	item_account.Quantity > '10' OR item_account.Title LIKE '%shirt%'
	Is Empty	Returns records which do not have values in the specified field.	item_account.Title = ''
	Is NOT Empty	Returns records which have any values in the specified field.	item_account.Title <> ''
	(	Opening parenthesis. You can use parentheses to apply the precedence of operators and group expressions. Note that if you do not use parentheses, the statement will be evaluated left-to-right.	(item_account.Quantity > '10' OR item_account.Title LIKE '%shirt%') AND item.SKU NOT IN ('SKU123','SKU345')
	)	Closing parenthesis. You can use parentheses to apply the precedence of operators and group expressions. Note that if you do not use parentheses, the statement will be evaluated left-to-right.	

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Sort the export data

You might want to arrange a list of product titles in alphabetical order or compile a list of stock levels from highest to lowest. Sorting data helps you quickly organize and find the data that you want. You can sort the results in the export by specifying ascending or descending order for text, numbers and dates and times in one or more columns.

To sort an export:

1. **Select** a *field* from the "Comparison (and Sort)" section.

2. **Select** an "*order by*" clause.

- **Sort ascending**, where text results are ordered from A to Z, numbers are displayed from the smallest to the largest and dates and times begin with oldest and end with newest.
- **Sort descending**, where text results are ordered from Z to A, numbers are displayed from the largest to the smallest and dates and times begin with the newest and end with the oldest.

3. To add another *field* to sort by, repeat the above steps. The sort clauses would be performed left-to-right.

Automate the export

In case you need to export regularly specific data, you can set up **Automatic Export Feeds**. You can create schedules (cron jobs) to set the system to export files to sFTP accounts or the tool's local server.

To specify the Export Layout, file location, format and specifics:

1. Go to **Import / Export → Automatic Export Feeds** and click the Create icon .

2. Under **Main Fields**:

1. **Enter a name** for your Automatic Export Feed.
2. Select an **Export Layout** from the **Export Filter** drop-down list.

3. Proceed with configuring the **Header Row** of your Automatic Export Feed:

1. Choose whether you would like to have a header row. If you prefer to have one, you can:
 - Use the system fields names by selecting Automatic Header Row;
 - Setup Custom Header Row by entering headers divided by comma (,);

4. Specify the type of your file from **Export Format**:

1. **Excel Workbook** is used when exporting spreadsheets in .xlsx format.
2. **CSV** is used for all plain text formats, regardless the delimiter. Once selected, you would be able to specify:
 - Fields Delimiter - by default it is set to comma (,)
 - Fields Enclosing Character
 - Fields Escaping Character
 - Character used for Line End

3. **Fixed width export** - is used for files with fixed length for every field (column).

5. Select where to export your file

Exporting file to (s)FTP

The File Transfer Protocol (FTP) is used for the transfer of files between a client and a server on a computer network, such as the Internet. SFTP is a separate protocol that works in a similar way over a secure connection. The **Automatic Export Feed** can be set to export files to an (s)FTP server.

To set up a file import form an (s)FTP server: 1. Select **(s)FTP** form the **Storage Type** options. 1. Enter the **FTP Host address**, e.g. '<ftp://test.myhost.com>'. 1. Enter the **Username for the (s)FTP account**. 1. Enter the **Password for the respective Username**. 1. Specify the **Port**, where 21 is the default value for an FTP server and 22 for an sFTP connection. 1. Enter the relative file path to specify where the feed should be exported under **File Name**. Valid File Name is in the following format:
`/archive/file_name_YYYYMM/YYYYMMDD_HHMISS.csv`

Exporting file to the local server

Files can be exported to your WAP system server. This functionality is used for some custom integrations. As it requires an absolute path to the directory on the server, this is usually set by our Integration & Support Team.

To set up a Local File export: 1. Select **Local File** form the **Export to where** options. 1. Enter the relative file path under Local Path. If the specified folder does not exist it will be created on the local machine.

You can include time-stamps in your filenames using the following syntaxis:

Format specifier	Description
YYYY	Current year. Will be replaced with 4 digits.
MM	Current month. Will be replaced with 2 digits.
DD	Current day. Will be replaced with 2 digits.
HH	Current hour. Will be replaced with 2 digits.
MI	Current minutes. Will be replaced with 2 digits.
SS	Current seconds. Will be replaced with 2 digits.

-
1. Click **Save** to create the new **Automatic Export Feed**.

Your browser does not support the HTML5 video element

Once you have created an **Automatic Export Feed** a **cron job** should be set up to schedule a regular export of your files. Cron jobs can be set up only by users with administrator access. You can request a cron job to be created for you by submitting an [integration request](#) for a new export in our support system. You should specify:

1. When the Export should be activated.
2. The name of the Automatic Export Feed.
3. How often you would like the Cron Job to export files. You can choose anything between 5 minutes and 12 hours.