

When to use the CSV export

Last Modified on 04/02/2025 12:58 pm EDT

Once you've used a Standard filter or Custom filter, you can export that list to CSV with the Export Articles to CSV option.

There are a few advantages to using the CSV export:

- The CSV export can include way more columns and information than the Manage Articles display shows, and you can choose which columns to include. Basically any piece of information about an article is available in these exports, which can make them much more useful than the table display.
- CSV exports can act like Excel-styled reports on the number of articles you have, who authored them, and so on.
- CSV exports include everything in the filter, regardless of which page you're on.

Bottom line: CSV exports are like the Manage articles filters but with way more information and total control over which columns to include. This makes them ideal for reports, audits, and more.