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Export glossary terms

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There are several cases where you might need a complete list of all your glossary terms:

- **To facilitate a larger discussion around the terms and their meanings/uses**
- **To audit or review all the terms**
- **To export from one knowledge base for import into another knowledge base or tool**

For these situations, export your glossary terms to CSV:

1. **In the left navigation, select Glossary. The Glossary page opens.**

2. **Select Export to CSV.**

3. **We generate a CSV containing all of your glossary terms and your browser automatically downloads it to your default downloads location.**

To import this CSV into another knowledge base's glossary, refer to Import glossary terms.

To review or facilitate discussion on the terms, we recommend opening the CSV with a spreadsheet program like Google Sheets or Microsoft Excel.