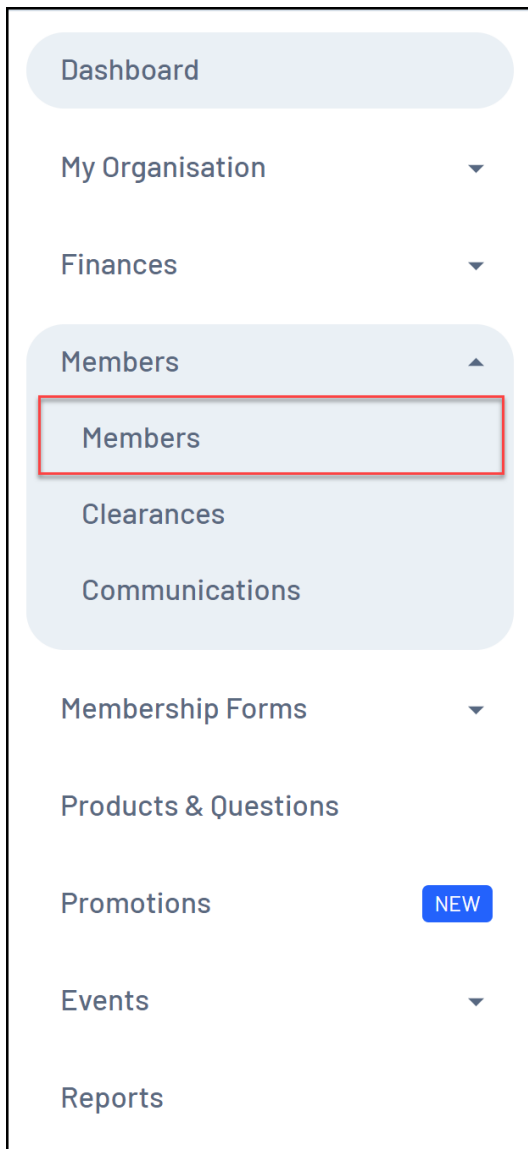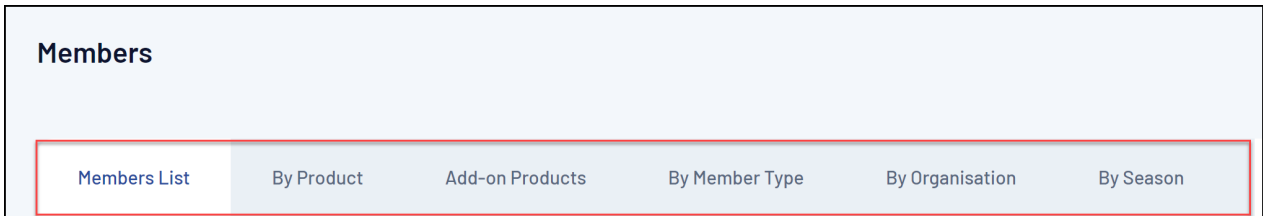# How do I export a member list?

Last Modified on 18/04/2024 9:40 am AEST

GameDay allows administrators to export a list of members into a CSV file. This can be done by following the steps below:
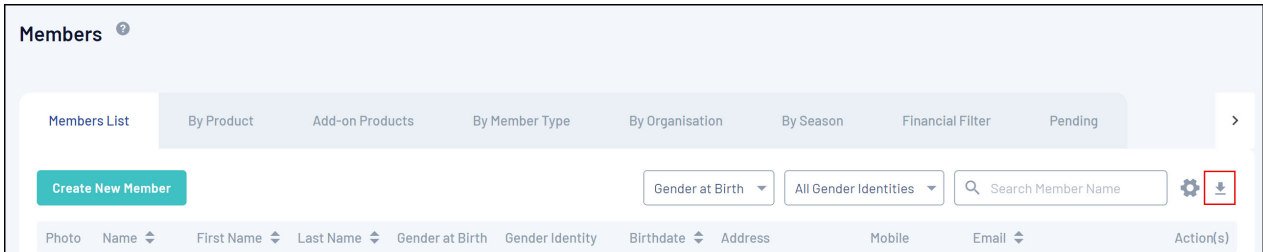
1. On the left-hand menu, open the **Members** menu, then click **Members**
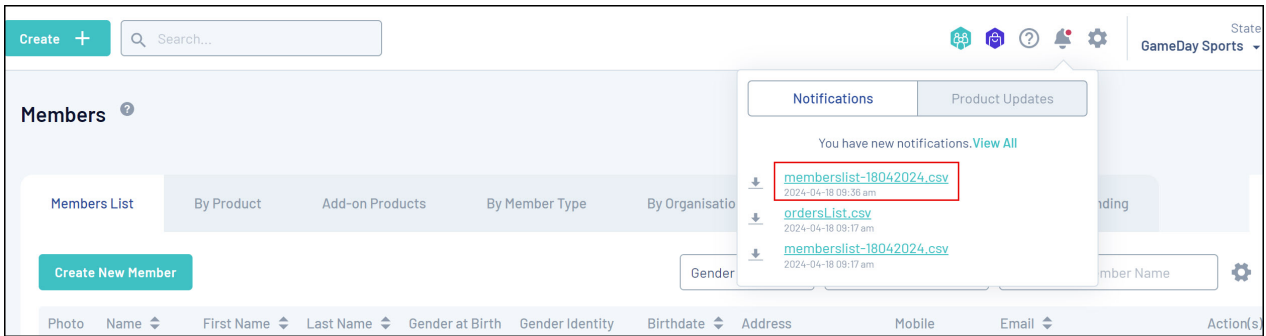

2. Select the tab of members that you want to export

3. In the top right-hand corner of the page, click the Export icon

4. Your export can then be downloaded from the Notifications widget at the top of your screen.

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