

Export and share results

Exporting reports

Qualtrics gives you a number of different options for exporting material created in your [Reports](#) module. You can export your entire report, custom pages, or individual visualizations to a variety of formats.

Click on these following links to find answers for:

- [Exporting a report](#)
- [Exporting a Custom Page](#)
- [Exporting a visualization](#)

Sharing reports

You can publish your reports to the web and share the report links with others. These reports are dynamic, searchable, and interactive. In addition, your associates won't need to have a Qualtrics account to view the reports; they'll just need the link you provide.

Click on these following links to find answers for:

- [Publishing a report](#)
- [Adding an access code](#)
- [Hiding pages](#)

Scheduled report emails

Scheduled Report Emails allow you to send a copy of your [report](#) to a list of specified email addresses on a recurring basis. For example, you may need to send a report with your customer satisfaction metrics to your manager every week. With Scheduled Report Emails, you can set up this email once, and it will continue to send automatically each week without any more work from you.

Scheduled Report Emails will send the most up-to-date data in each mailing. Your emailed reports will dynamically include new response data and any update you've made to the report itself. With each mailing, you will send the most recent and relevant data to the desired individuals.

Click [HERE](#) to know more about creating a scheduled report.