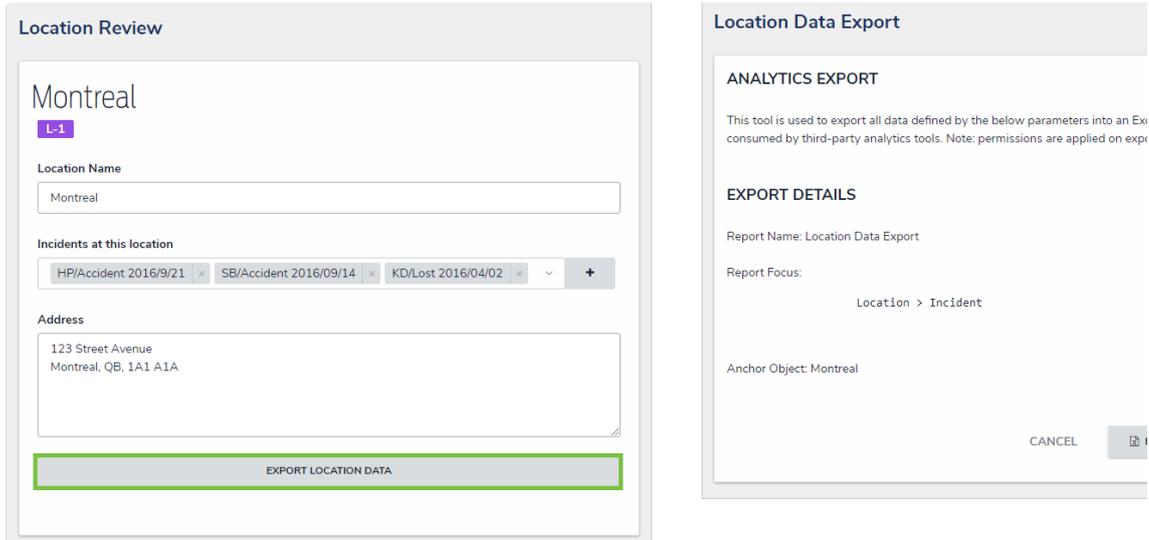


Export Data Form Action

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When the **Export Data** action is added to a standard form, it allows users to open a **Data Analytics Export** report directly from an object instead of an activity [view](#) or [action](#). These report types are specifically designed to export object data (properties, fields, workflow states, relationships, and references) into an Excel spreadsheet and therefore do not display object data through [report elements](#).

Before this element can be added to a form, a **Data Analytics** report must be created for object type. See the [Create a Data Analytics Export Report](#) article for more information.



Clicking the button for the Export Data action on an object's form will display a data analytics report for that object.

To add the Export Data action to a standard form:

1. [Create](#) a data analytics report.
2. If the form is not already open, click the  icon in the top bar > **Configurable Forms** in the **Views** section, then select a form.
3. Click the  icon in the **Actions** section of the **Form Elements** palette to expand it.
4. Drag and drop the **Export Data** element to the canvas, which will automatically display the **Add Component** screen.



The **Export Data** form action should only be added to forms for existing objects. See [Form Actions Overview](#) page for more information.

5. Enter text to display on the button the user will click in the **Button Text** field.
6. Select a data analytics report from the **Export** dropdown menu. You can only select a report that's related to the current configurable form's object type.

Add Component ✕

Button Text

Export

SAVE CANCEL

The Add Components screen for the Export Data form action.

7. Click **Save** to return to the canvas.
 8. To edit the action, hover your cursor over the element on the canvas, then click the  icon.
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