

## Exporting Open and Closed Tickets

Learn the steps to export open and closed tickets from BIM 360 Ops. This document will cover the following topics:

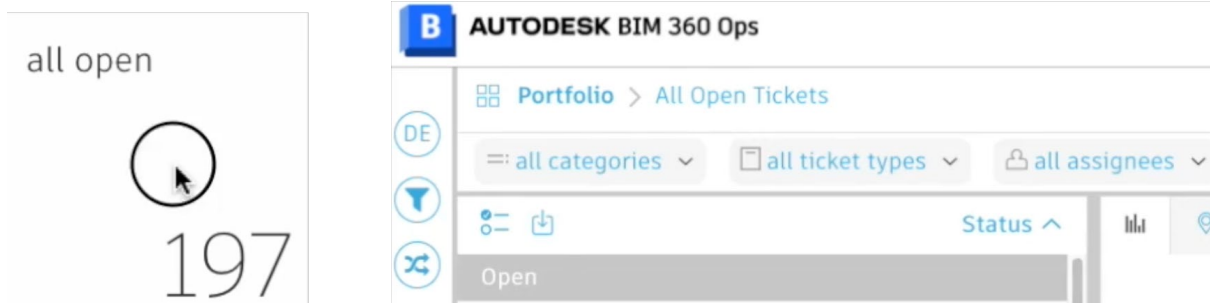
[EXPORT OPEN TICKETS](#) (PAGE 2)

[EXPORT CLOSED TICKETS](#) (PAGE 3)

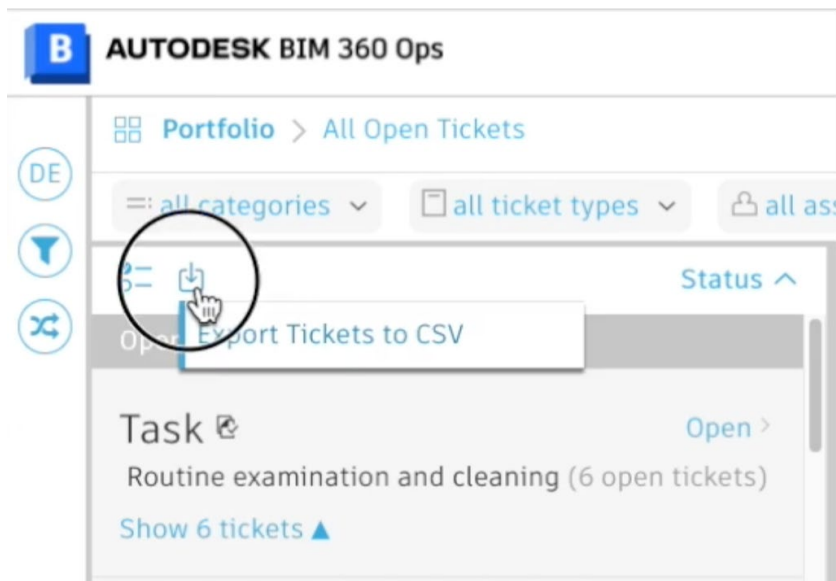
If you need additional assistance, reach out to our Customer Care Team directly at [bim360ops-customer@autodesk.com](mailto:bim360ops-customer@autodesk.com)

## To Export Open Tickets

Go to the All Open Dashboard



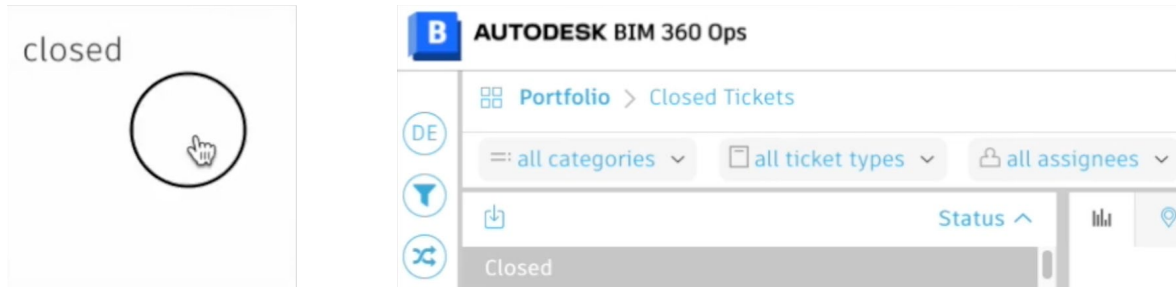
Click the Export Tickets to CSV.



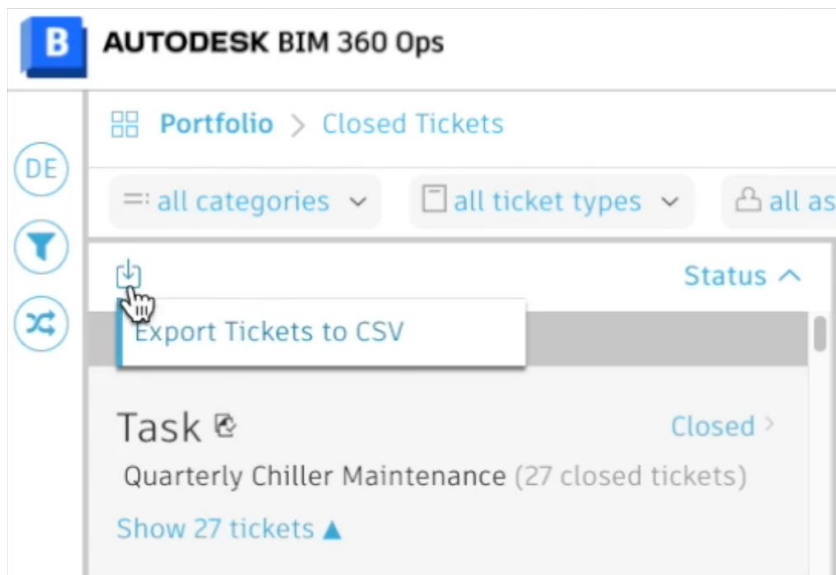
This will produce a spreadsheet of the open tickets.

## To Export Closed Tickets

Go to the Closed Dashboard



Click Export Tickets to CSV.



This will produce a spreadsheet of the closed tickets.