

# Export a Report to Excel

You can export any report to an Excel file, to work with the data in other software.

1. Go to the **Marketing Activities** area.



2. Select your report from the navigation tree and click the **Report** tab.

Marketing Activities...

- Prof Serv Form
- Professional Services: Marketo Rev
- Registrants
- Registration TY
- Lead Performance**
- Marketstart Program
- Micro-Event - Marketo User Summit

Lead Performance | **Report** | Smart List | S

Report Actions | Drill-Down

Lead Created At: Dec 31, 2009 - Jul 13, 2014 PDT

Created At	Total Leads
Leads by Created At / Months	
Jul 2014	1
Feb 2014	4
Dec 2013	604
Oct 2013	23

3. Click the **Export** button.

Lead Performance | **Report** | Smart List | Setup | Subscription

Report Actions | Drill-Down

Lead Created At: Dec 31, 2009 - Jul 13, 2014 PDT | Smart List: no rules

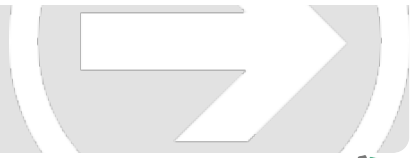
Created At	Total Leads
Dec 2013	604
Oct 2013	23
Sep 2013	104,003
Aug 2013	4,994
Jul 2013	16
Jun 2013	1
May 2013	504
Apr 2013	1,001
Mar 2013	5

Jul 13, 2014 12:21 PM PDT | **Export** | 50 items

That's all! Your browser prompts you to save the Excel file to your system.

## Related Articles

If the downloaded file is too big, you can [change the report size](#) .



## Deep Dive

See all the other useful things you can do with reports in the [Basic Reporting](#) deep dive.