

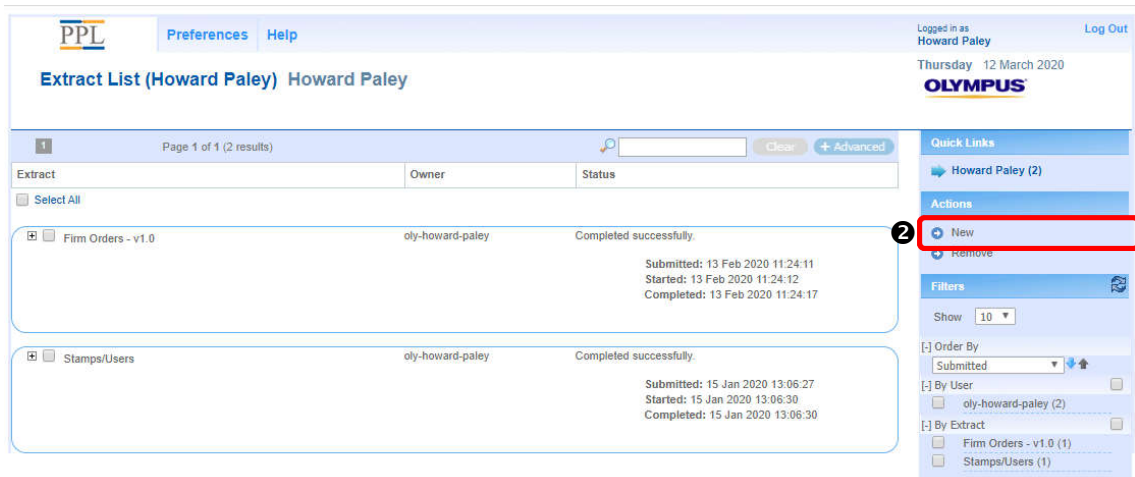
Download Company Configuration

To download your company configuration your role need to be set as a “Super User”.

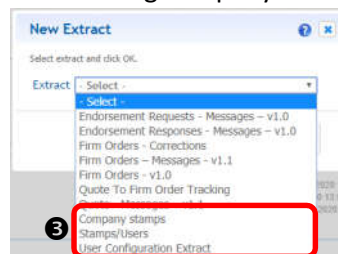
- 1 On the *Dashboard* screen, select **Extracts**



- 2 On the *Extract* screen, under **Actions**, select **New**

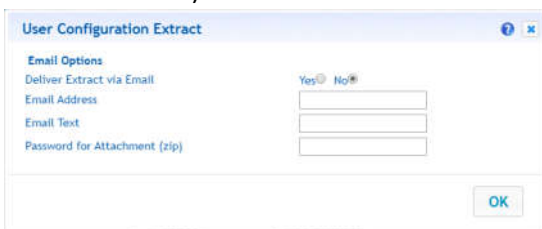


- 3 The following company configuration extracts can be downloaded:



- **Company stamps:** lists all stamps and their configuration
- **Stamp/Users:** lists full binding users and the stamps they have access to;
- **User Configuration Extract:** lists all users, their configuration and their last login date.

- 4 Select the extract you wish to download and choose the delivery method (sent via email or direct download):



- 4 Once the report is ready, you can always download it in the Extract List, by clicking the report name, regardless of the delivery method selected

