

Create an automated export

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Create an automated export to schedule regular exports of your orders, customers, or coupons. **Required:** Customer / Order / Coupon Export is a premium WooCommerce extension included with WordPress Ecommerce Hosting or as a standalone purchase. Click on **WooCommerce > Export > Automated Exports > Add New**. Update the following settings for the automated export: **Enabled:** Turn the automated export on or off. **Export name:** Enter an internal name for the export. **Output type:** Choose to export your file in CSV or XML format. **Export type:** Choose whether to export orders, customers, or coupons. **Filename:** Enter a name for the files generated for the export. **Format:** Select a [predefined](#) or [custom](#) format. Update the **Trigger automated export** setting to determine when the export will run. [Click here to read more about scheduling.](#) You can run order exports as orders or paid or on set intervals. You can only run customer exports on set intervals. Update the **Method** setting to determine how the export will be sent / transferred. [Click here to read more about transfer methods.](#) If you're exporting orders, you can update the **Export Options** section to target particular orders and include order notes. Click **Save**. You can return to the **Automated Exports** tab to view and manage your automated exports.

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Online URL: <https://www.heartinternet.uk/support/article/create-an-automated-export.html>