

View User List and Export to Excel

Note

- The content in this article is limited to the features of BrightWork 365 Free. To access the Knowledge Base for the full BrightWork 365 paid product, click **Home** at the top of the screen.
- Click **HERE** to return to the BrightWork 365 Free - Knowledge Base home page.

Follow the steps below to view your BrightWork 365 Free user list and export to Excel.

1. Click **Projects** in the main navigation.
 2. Delete everything in the URL after **etn=** and replace with **systemuser**.
 3. In the view drop-down, select **BrightWork 365 Free Users**.
 4. Click **Export to Excel** in the top menu.
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