

17.17. Exporting names

Choosing *Export names* from the *File* menu exports all the names (suppliers, patients, manufacturers, donors and customers etc.) in your data file in exactly the same way as for [exporting items](#).

By default, Export Names does not include stores. If you want stores included, be sure to tick the 'Stores' tick-box as well as any other tick-box. If you only want to export the names that are stores, then you only need to tick the 'Stores' tick-box.

The field order of the exported file and the contents of the various fields are exactly the same as for importing names so please see the [17.03. Importing names](#) page for details.

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Last update: **2024/11/15 04:32**

