

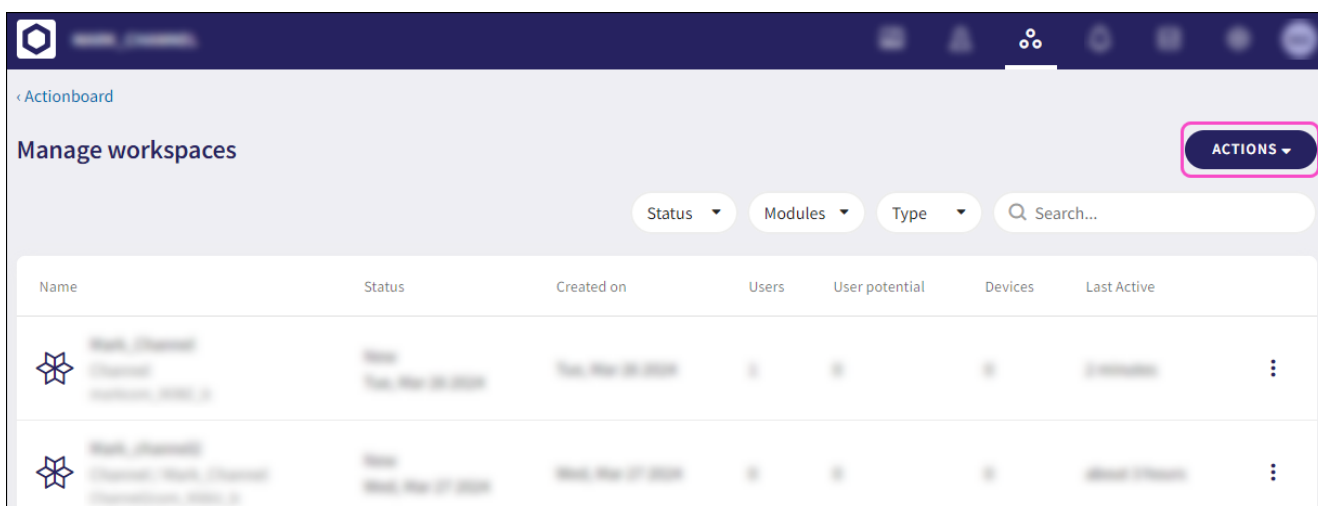
# Exporting workspace administrator notification options to CSV

Managed Service Provider (MSP) administrators and admin users with **sufficient permissions** can export workspace administrator notification options to a CSV file from the **Manage Workspaces** page. You can then download the exported CSV file from the activity log.

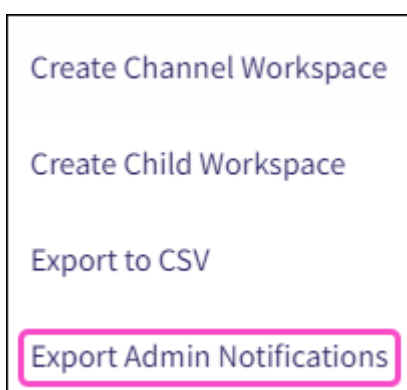
To export workspace administrator notification options to a CSV file:

1. **Access the Manage Workspaces portal.**

2. Select **ACTIONS**:



3. Select **Export Admin Notification**:



An export confirmation notification appears.

After the export completes, you can download the CSV file from the activity log.

4. Select **Control Panel > Activity Logs**.

5. Locate the activity log entry and select **DOWNLOAD**: