## Download a List of All Projects/Surveys in Your Account

If you are looking for a list of all surveys/projects in your account, click the **Download Survey List** link in the bottom-left corner of your Home Page/Dashboard. A CSV file will be downloaded.

Please note this option is available for Account Administrator users only.



The Survey List includes the following fields (columns):

- Survey ID
- Survey Name
- Survey Type: Standard Survey, Quiz, Form, or Poll
- Folder ID
- **Created:** Date and time survey was created.
- **Date\_Closed:** Date and time survey was closed.
- LastActivity: Date and time of last response.
- UserName: Name of user who created the project
- UserEmail: Email of user who created the project
- TeamNames
- Status: Open, Closed, Deleted, Archived

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