Downloading Survey Campaign Participant Lists from Vovici

These instructions provide directions for downloading (or saving) a copy of your survey campaign participant lists.

1. Open the survey.
2. Click on the Distribute tab.
3. Click on the Participants link.
4. Click the Export button and then select CSV (Comma delimited).
5. A window will appear with a link to the file. Click on the link and save the file to an appropriate location.

![Export Participants](image)

6. Repeat this process for each list of survey participants you wish to keep.

REMINDER: All surveys questions, raw data, and reports stored in Vovici will not be available after December 31, 2012