# Export Responses as PDFs

Under the **Individual Responses** section of your project's **Results** tab you can export your responses to PDF. To do so one-by-one, click the response and at the bottom left of the response panel click the **Download** button.

Export Responses in Bulk

To export responses in bulk, scroll to the bottom of your individual responses and click **Export Responses > PDF** then click **Apply**. This will create a zip file with a PDF file for each individual response.

If you have less than 200 responses in your survey, this button will download all the responses. If you have more than 200, it will only download the most recent 100 responses. If you need more, click over to the **Exports** section of your **Results** tab.
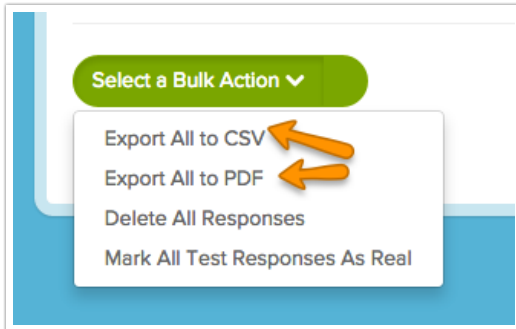
Under the **Exports**, click **Bulk PDF**.
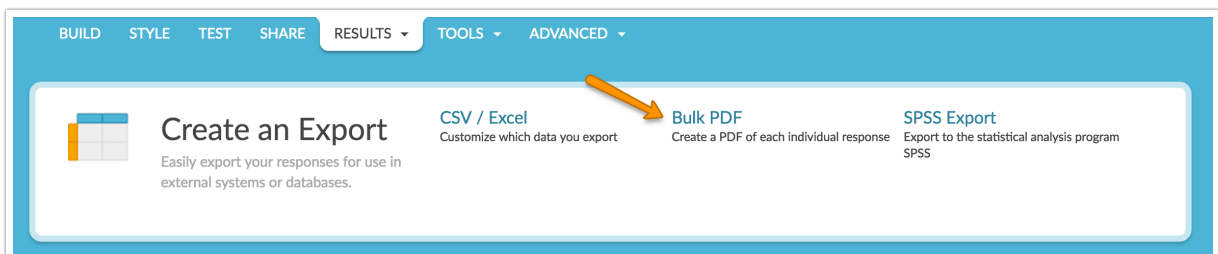
On the **General** tab give your export a title and select any survey meta data you wish to include.

By default, if you have less than 200 responses in your survey, all the responses will export at once. If you have more than 200 responses, it will run the most recent 100 responses, then show links to download each subsequent 100 responses. On the **Filter** tab you can set up filter rules to override this and download specific exports.

Your filtering options are:

- Response Status
- Date
- Response IDs
- IP Address
- Campaign
- Filter rules using questions in the survey, email campaign data, or system data.

Click **Save** when you are finished. This will create a zip file with a PDF file for each individual response. Click **Download Export** to download your zip file.

Note: Depending on both the number of responses and the size of your survey, it may take a while to download.

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