Using the Manual Exports function

Animal Exports

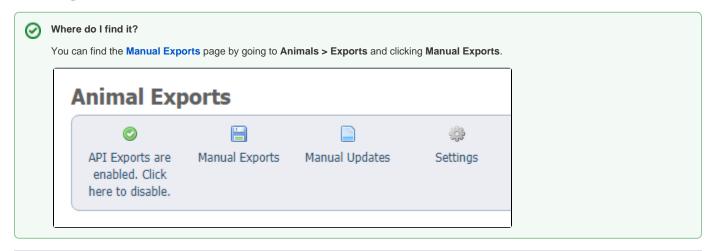|			
✓ API Exports are enabled. Click here to disable.	💾 Manual Exports	📄 Manual Updates	⚙ Settings

On this page:

- Exporting animal data
- Exporting animal pictures

The following actions are available for Manual Updates with the specified service and user roles:

Action	Description	Services	User Roles
Perform Export	Able to create the animal export files	Data Management Pet Adoption Portal Web Site	Animal Add

The **Manual Exports** function creates an animal data export for your organization and saves it in your RescueGroups.org FTP account. If you do not already have a RescueGroups.org FTP account you need to create one by going to **Services > FTP Account** before going to the **Manual Exports** function. See the **FTP** section of this guide for more information about your FTP account.
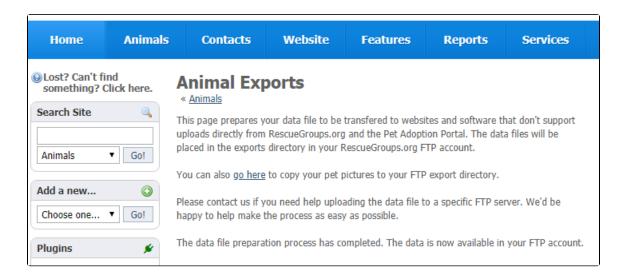
The **Manual Exports** feature was originally designed to generate the data file and pictures that you would need to upload to Petfinder manually. To be included in the manual export file, an animal must have a public status and a Petfinder export account selected under **Export Accounts** on their animal record.

ⓘ The **Manual Export**s feature generates the data file and pictures that you need to upload to an adoption listing website (like Petfinder) manually. The export includes only public animal statuses, and up to three pictures per pet.

Exporting animal data

Go to **Manual Exports** to export your animal data. (**Animals > Exports > Manual Exports**). The animal data file will be created for you, and saved in the **exports** directory of your RescueGroups.org FTP account. To download the data file to your computer, log in to your RescueGroups.org FTP account, change the file directory to the export folder and download the data file.

Exporting animal pictures

You can copy all of your animal pictures to your FTP account for easy download by clicking the **go here** link on the **Animal Exports** page (see screenshot above). The first three picture file names per animal will be listed in the **Manual Export** file. To download the pictures to your computer, log in to your RescueGroups.org FTP account, change the file directory to the **exports/pictures** folder and download the data file.

> ⚠️ To transfer files to and from your FTP account you need to use an FTP client. There are a lot of different FTP clients out there, and you can use any of them. If you need a suggestion, you might try Core FTP LE. Download and install the free version.
>
> You could also use Internet Explorer or the Firefox web browsers to connect to the FTP server. To do that, simply enter the following in the browser's address bar: ftp://ftp.rescuegroups.org.
>
> However, to export images, you need an FTP client.

Popular Questions
Topics:

- animals
- exports
- animal

1. 0 votes

   ### Why are photos and other information not updating on Petfinder?
   - **1** answer
   - Chris Eddinger
   - Mar 25, 2024
   - exports
   - temp

2. 0 votes

   ### How can we embed our available or adopted animal data stored in RescueGroups.org for display on an external website service?
   - **4** answers
   - Whiskers & Tails Rescue Foundation
   - Sept 21, 2023
   - Space: Website Service Guide
   - website
   - exports
   - animals
   - toolkit

3. 0 votes

   ### How do I get my listings to automatically feed to Facebook?
   - **1** answer
   - Jennifer Myers
   - Mar 20, 2024
   - animals

- website
- exports
- facebook
- iframe

4. 0 votes

Which fields are included in the Chewy export?

- **1** answer
- Paige Etter
- Mar 09, 2024
- exports
- chewy

5. 0 votes

My Animal List is empty

- **2** answers
- Tammy Mullins
- Feb 06, 2024
- animals

6. 0 votes

Requests

- **0** answers
- Anita Lowman
- Feb 19, 2024
- requests
- animals

7. 0 votes

Add a mixed breed choice for dogs

- **1** answer
- Richard [RG]
- Feb 27, 2014
- requests
- animals
- breeds
- exports

8. 0 votes

Change default location to "no"

- **1** answer
- Alana Woodbury
- Jan 22, 2024
- animals
- exports

9. 0 votes

What fields is the Asilomar Advanced Animal Statistics report pulling from

- **0** answers
- Alana Woodbury
- Jan 20, 2024
- animals

10. 0 votes

another rescue is disolving and they want to send some of their approved applicants to us. Is there a way for them to export their applications from Rescue groups and for us to import those applications to our database

- **1** answer
- Julie Rogers
- Jan 07, 2024
- website
- onlineforms
- exports

Have a question about this topic?