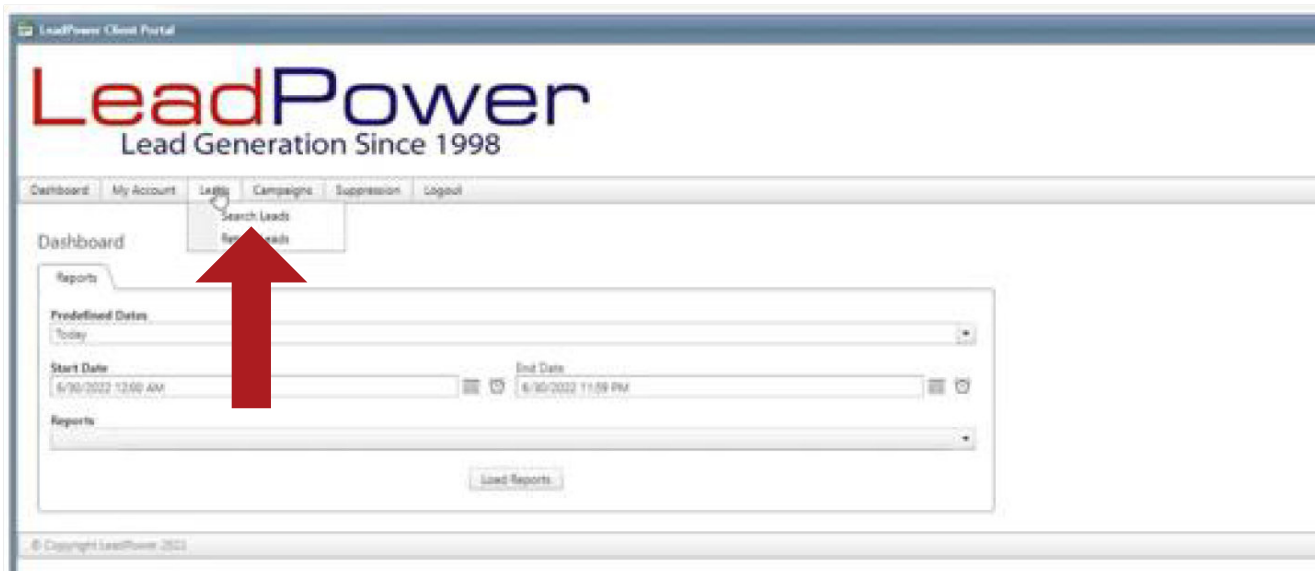
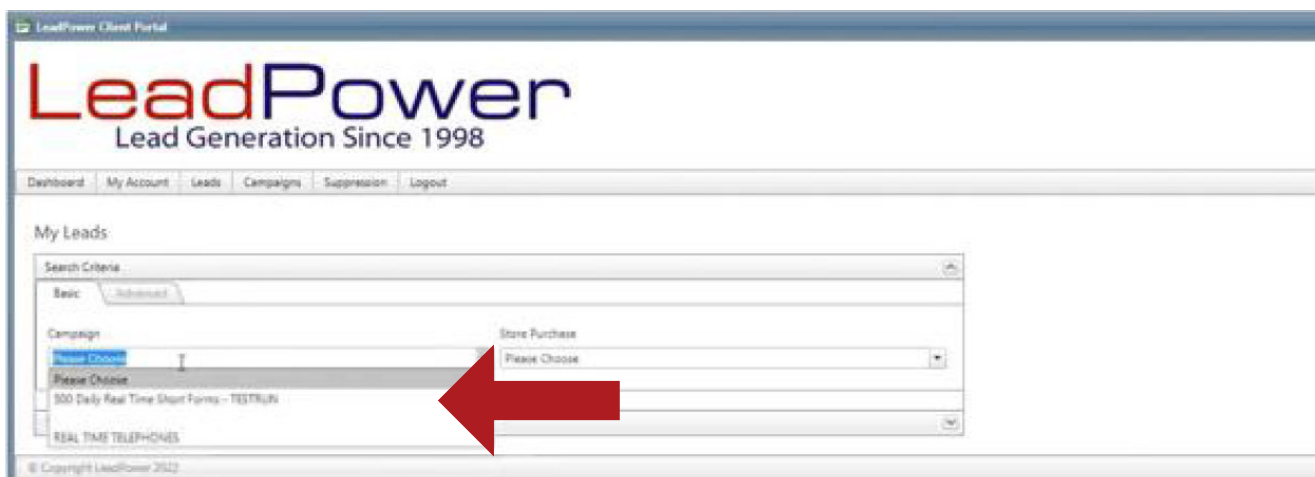


How to **VIEW AND EXPORT** Your Leads

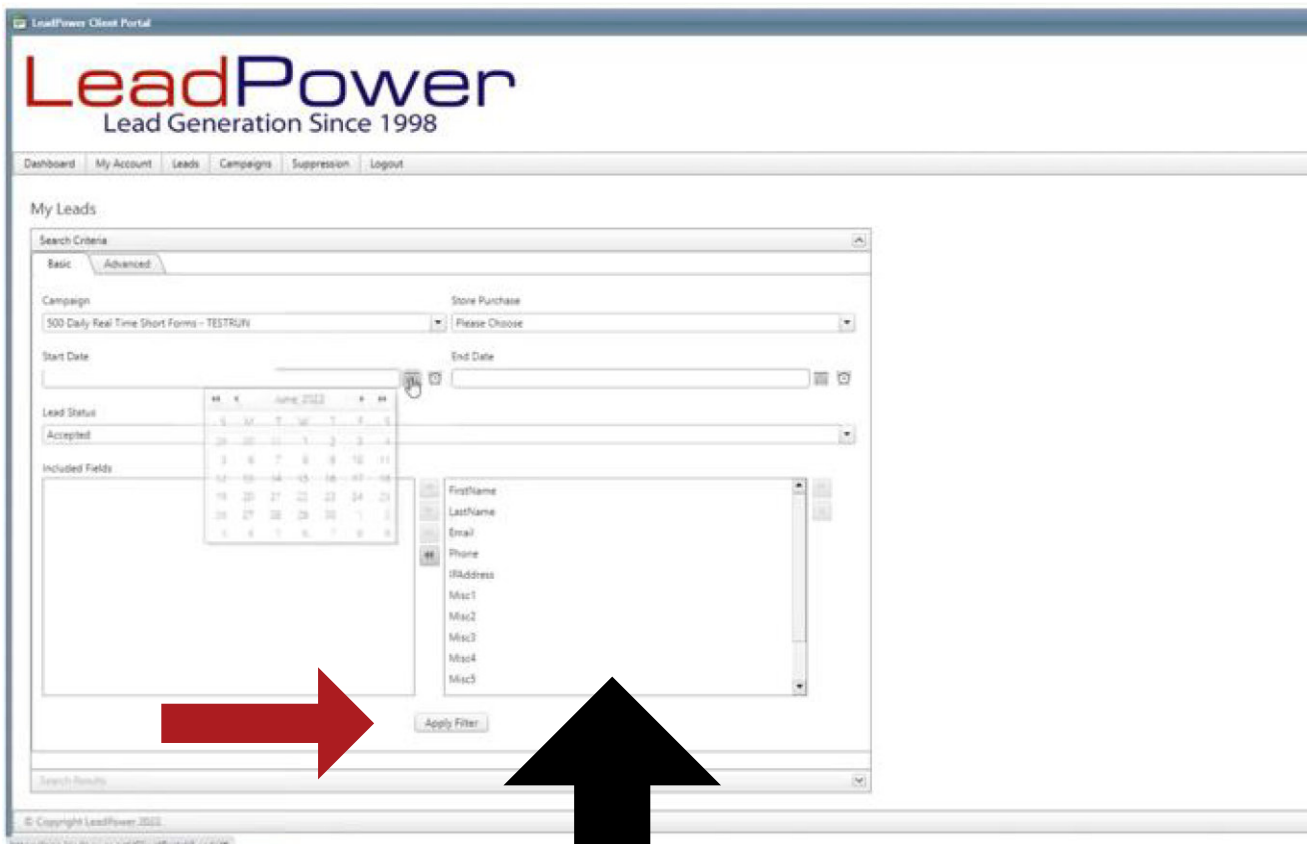
Step 1: Go to leads and select search leads.



Step 2: Then select which order you want on the drop down.



Step 3: If you want all the leads don't select a date range, **do not touch items in the box.** Go straight to the bottom of the page and click apply filter.



Don't touch items in the box.

Step 4: Now you will see all your leads. Click on the **EXPORT** button and your leads will be emailed to you in an CSV (excel) file.

The screenshot shows the LeadPower Client Portal interface. At the top, there is a navigation menu with options: Dashboard, My Account, Leads, Campaigns, Suppression, and Logout. Below the navigation menu, the 'My Leads' section is visible. It includes a search criteria dropdown and a search results table. The table has columns for Return, Lead Id, Sale Date, Sale Price, and First Name. Below the table, there is a pagination control showing 'Page size: 20' and '128 items in 7 pages'. A red arrow points to the 'Export' button located at the bottom right of the table area.

Return	Lead Id	Sale Date	Sale Price	First Name
Returns Not Allowed	8B37689C-254E-429D-8859-CC0E3A8D66D2	06/30/2022 11:23:55 AM	\$0.15	Vincent
Returns Not Allowed	075A3F36-193F-448C-AF78-CD7DDC999876	06/30/2022 11:23:55 AM	\$0.15	Linda
Returns Not Allowed	7027EDFF-93EF-48C3-BC64-0715777C88FA	06/30/2022 11:22:33 AM	\$0.15	Hector
Returns Not Allowed	8855A731-844C-4101-8F12-33A55E7CC88	06/30/2022 11:21:51 AM	\$0.15	Jodi
Returns Not Allowed	8F1417E8-4054-4A73-8186-6C078D44C670	06/30/2022 11:21:10 AM	\$0.15	Greer
Returns Not Allowed	708FE888-78ED-4067-8D06-A8621F5080A3	06/30/2022 11:20:30 AM	\$0.15	Paul
Returns Not Allowed	317CA2DC-E188-4912-8EE2-8AF4547A3C32	06/30/2022 11:19:48 AM	\$0.15	Tamara
Returns Not Allowed	8388E7DC-9847-48AD-8ACE-3A4D58018442	06/30/2022 11:19:08 AM	\$0.15	Thank
Returns Not Allowed	82E7E819-266E-41CF-E395-	06/30/2022 11:18:28 AM	\$0.15	Amie



Ron Malezis