

Exporting

Sample: Send e-mail when jobs are exported

Use the **Send Email When Job is Exported** sample rule set to automatically export jobs—for example, whenever a job's status changes to **Complete**.

The **Send Email When Job is Exported** rule set is located at **Rule Set Library > Rule Sets > Sample Rule Sets**.



What the rule does

Automatically exports jobs—for example, whenever a job's status changes to **Complete**.

Why it is useful

This rule saves time when exporting many jobs.

Events and actions used

Event	Actions
Job Completed	Export Email

Tip: In Rule Builder, you can search for a specific event or action by clicking anywhere on the **Events**, **Flow**, or **Actions** tabs, and typing the name.

Key parameters

Event or action	Parameter
-----------------	-----------

Export	Destination File Name: Type the name of the export file—for example, <code>JobExport.zip</code> Process Template Path: Select an Export process template
Email	To: Specify e-mail addresses

Where to enable it

This rule is suitable for enabling either in specific jobs or across the system.

Other considerations

Set up parameters in the export process template, including the destination of the exports.

See also

[Creating a basic rule set](#)