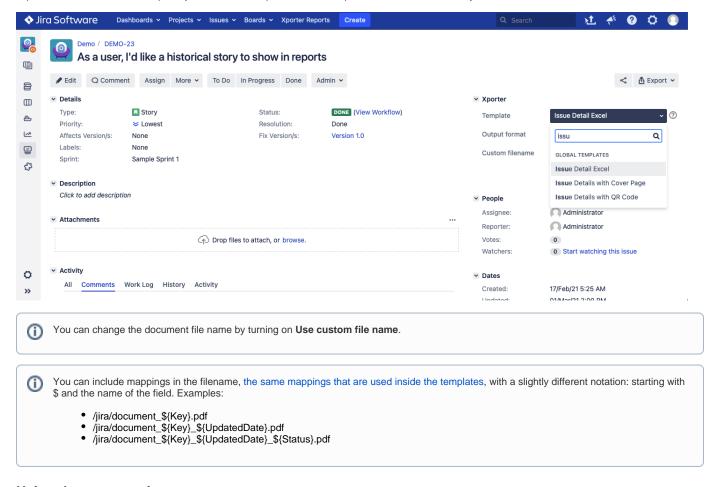
## Single Issue

## **Using the Xporter Selector**

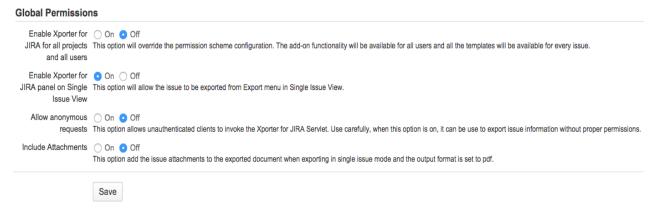
When Xporter for Jira is enabled for a project, issue type, and user, the Xporter section will appear on the right side of the screen, as highlighted below. To export the issue based on a template, just select the template from the drop-down box and click the **Export** button.



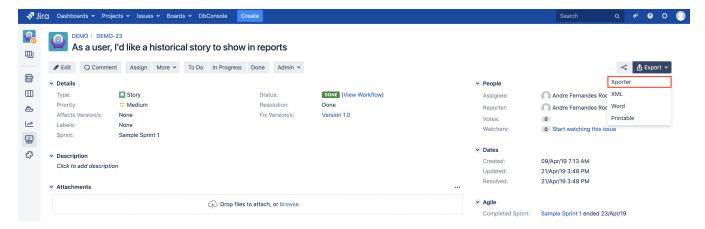
## Using the menu option

You can export a Single Issue using the **Xporter** option in the Export menu.

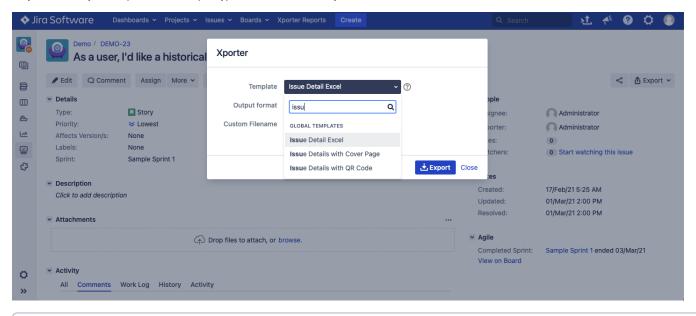
Step 1 - Enable this option on the Global Settings page (the second configuration option presented in the image below).



Step 2 - From the menu, select Export, then Xporter for Jira.



Step 3 - Choose your template and the export type format. Then click Export.



- You can change the document file name by turning on **Use custom file name**.
- You can include mappings in the filename, the same mappings that are used inside the templates, with a slightly different notation: starting with \$ and the name of the field. Examples:
  - /jira/document\_\${Key}.pdf
  - /jira/document\_\${Key}\_\${UpdatedDate}.pdf
  - /jira/document\_\${Key}\_\${UpdatedDate}\_\${Status}.pdf

Step 4 - Wait for the operation to finish and then click on the link to download your document.

