## **Export templates using Prinergy Evo Administrator**

In this exercise you will export all process templates and workflow templates to some location using the Prinergy Evo Administrator.

- 1. Change focus to Prinergy Evo Administrator and make sure that Prinergy Evo is running.
- 2. Click the **Tools** tab.
- 3. Click Manage Template.
- 4. Select Export process and workflow templates and click Next.
- 5. In the Export Prinergy Evo Templates window, click **Browse**.
- 6. Locate where you want to save your templates and click **O**K.
- 7. Click **Export Now**.
- 8. When the Templates were exported successfully message appear, click **OK**.