

Manage the Time Clock Step 4 - Export to Excel (CSV File)

Last Modified on 12/01/2021 1:12 pm EST

If you are not using *Express Payroll* or *QuickBooks*, it is still possible to use *Export to Payroll*. In order to have hours by *Department*, export to an Excel CSV file. Click the **Export CSV File** button, download and save the file.
