Active Directory Pro
# AD User Export Tool
# Administrator Guide

## DESCRIPTION:

The AD User Export tool make it easy to export domain user accounts to a CSV file. You can export all users in the domain, all users from an organizational unit or all users from a group.
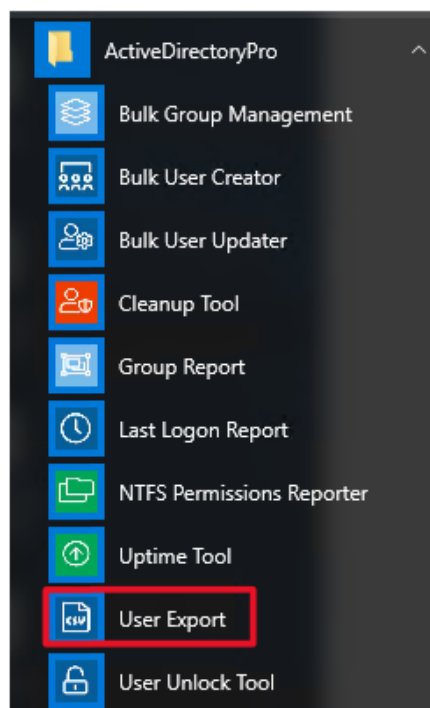
## SYSTEM REQUIRMENTS:

- Microsoft .Net 4.7.2
- No special permissions are needed
- Tool can be run from a client computer or on the server

## HOW TO:
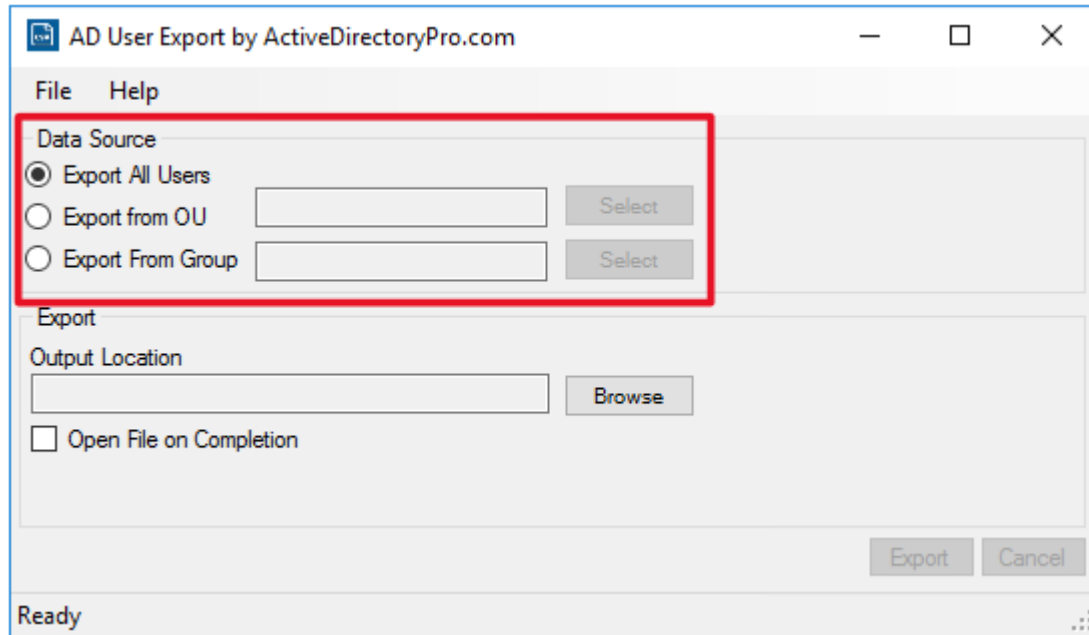
**Step 1: Open tool -> User Export**

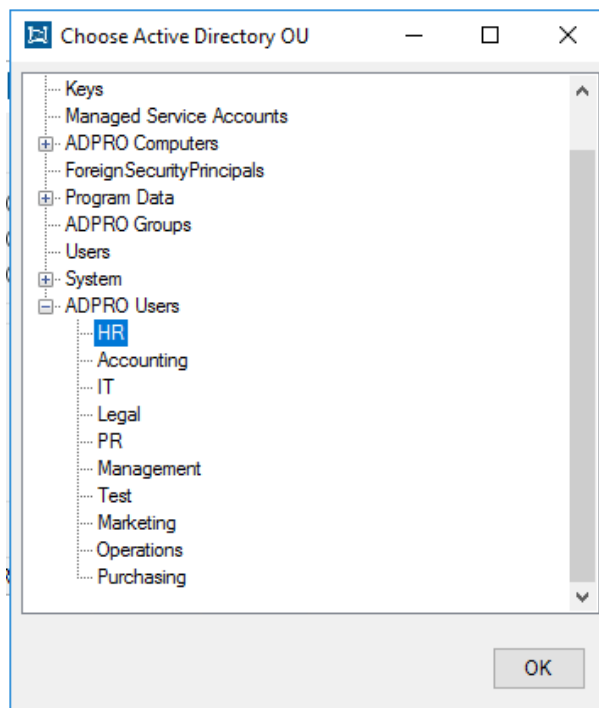All tools are located at start menu -> ActiveDirectoryPro

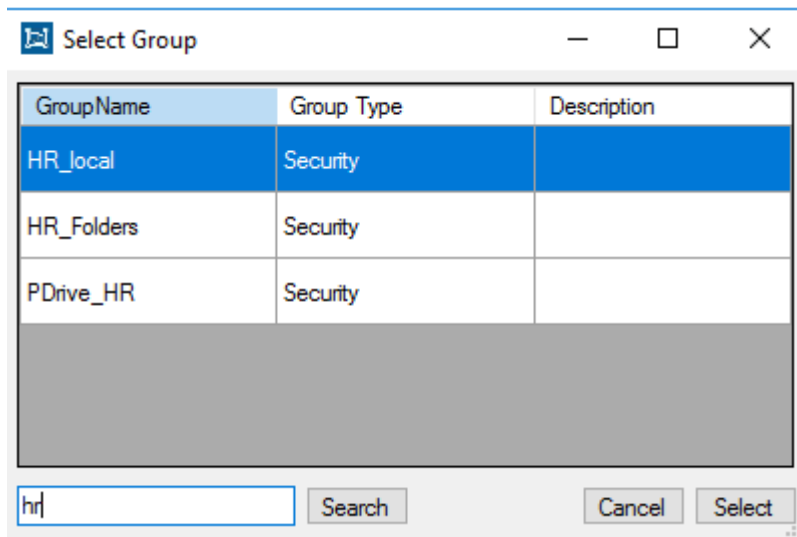**Step 2: Select Data Source**

You can choose to export from:

- Export All users
- Export from OU
- Export from Group



If you choose "Export from OU" you get a window that lets you browse and select the OU.



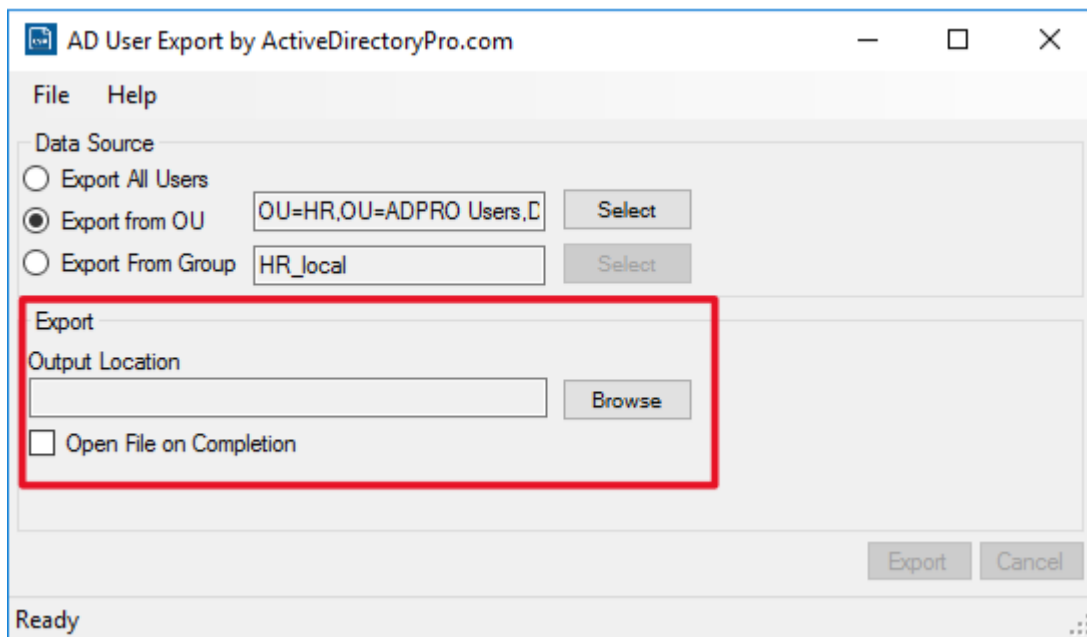AD User Export by activedirectorypro.com

If you choose "Export from Group" you will get a window that lets you search and select a group.
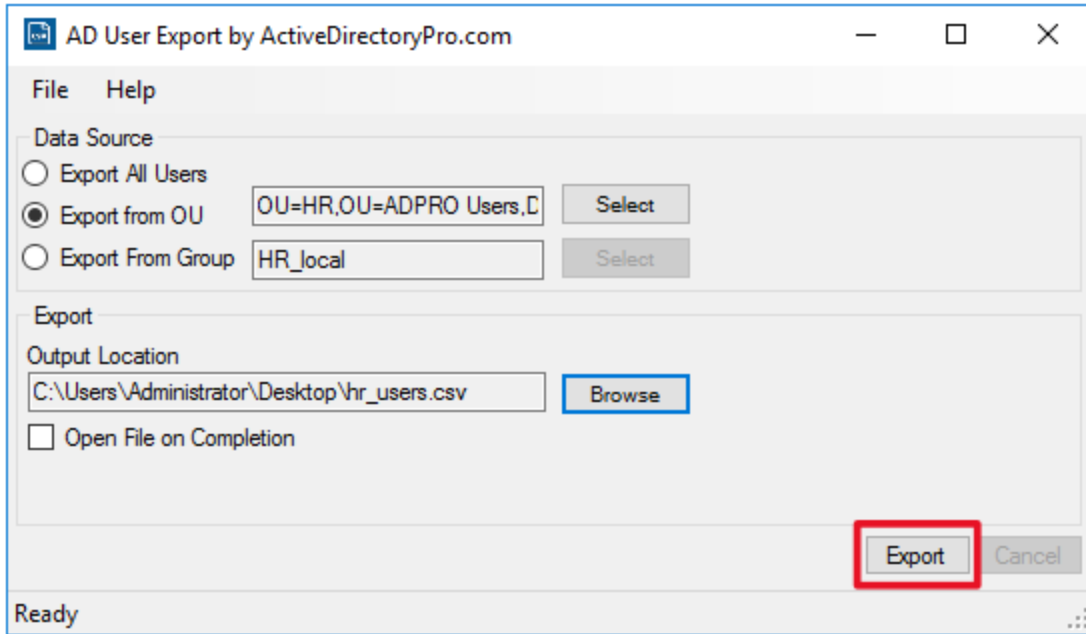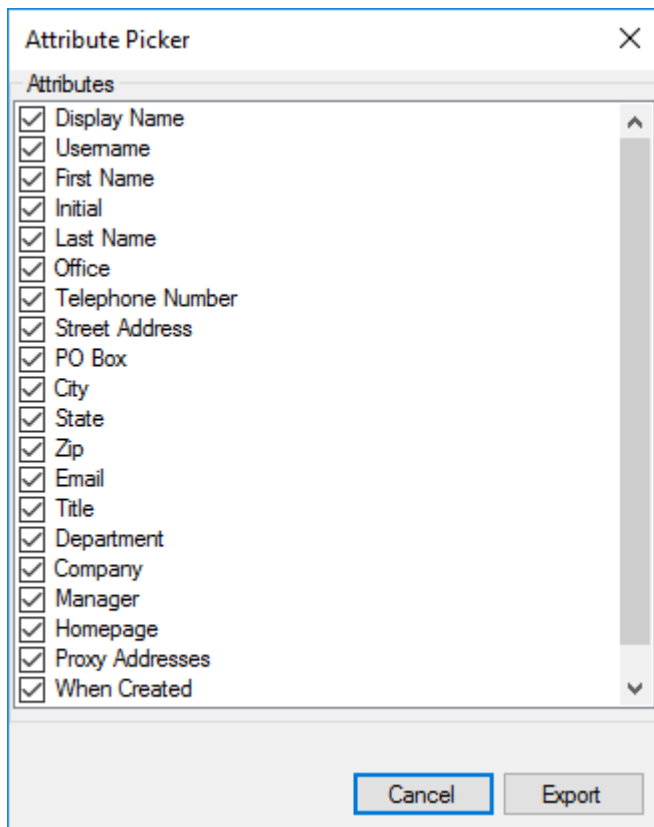


**Step 3: Export**

With your data source selected now click browse to select a file name and location to save the csv. You can optionally choose to open the file on completion.



Now click the export button

You will get a pop up that lets you choose which attributes to include in the export. When done click on export.



You will now have an export of the users to a csv file.

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | DisplayNa | Username | FirstName | Initial | LastName | Office | Telephon | StreetAdd | POBox | City | State | Zip | Email | Title | Departme |
| 2 | Hazel Moc | Hazel.Moc | Hazel | G | Moore | HR Office | 248-292-6 | 628 Tenne | | Southfield | MI | 48075 | Hazel.Moc | HR Specia | Human Re |
| 3 | Jennifer V | Jennifer.V | Jennifer | R | Williams | HR Office | 304-263-4 | 1965 Tave | PO Box 12 | Martinsbu | WV | 25401 | Jennifer.V | HR Specia | Human Re |
| 4 | Daniel Lop | Daniel.Lop | Daniel | D | Lopez | HR Office | 210-432-0 | 4319 Wee | PO Box 12 | San Anton | TX | 78237 | Daniel.Lop | HR Specia | Human Re |
| 5 | Richard Pr | Richard.Pr | Richard | N | Pritt | HR Office | 580-476-6 | 1512 Cody | PO Box 12 | Rush Sprir | OK | 73082 | Richard.Pr | HR Specia | Human Re |
| 6 | Sharon Ya | Sharon.Ya | Sharon | T | Yanez | HR Office | 570-689-4 | 643 Coal R | PO Box 12 | Hamlin | PA | 18427 | Sharon.Ya | HR Specia | Human Re |
| 7 | Frederick | Frederick. | Frederick | M | Kuo | HR Office | 402-349-1 | 1536 Polin | PO Box 12 | Decatur | NE | 68020 | Frederick. | HR Specia | Human Re |
| 8 | Chandra H | Chandra.H | Chandra | E | Hawkins | HR Office | 845-606-1 | 4259 Mars | PO Box 12 | Poughkee | NY | 12601 | Chandra.H | HR Specia | Human Re |
| 9 | Mary Crun | Mary.Crun | Mary | B | Crump | HR Office | 843-276-9 | 3659 Poe I | PO Box 12 | Charlesto | SC | 29403 | Mary.Crun | HR Specia | Human Re |
| 10 | Mitchell R | Mitchell.R | Mitchell | M | Richardso | HR Office | 312-916-6 | 733 Tator | PO Box 12 | Northbroc | IL | 60062 | Mitchell.R | HR Specia | Human Re |
| 11 | Willie Mie | Willie.Mie | Willie | D | Mier | HR Office | 817-219-2 | 2208 Lovin | PO Box 12 | Dallas | TX | 75204 | Willie.Mie | HR Specia | Human Re |
| 12 | Stanley M | Stanley.M | Stanley | S | Murray | HR Office | 207-259-1 | 22 Chipmu | PO Box 12 | Cutler | ME | 4626 | Stanley.M | HR Specia | Human Re |
| 13 | Pierre Flo | Pierre.Flo | Pierre | A | Flores | HR Office | 713-978-6 | 942 Parkvi | PO Box 12 | Houston | TX | 77063 | Pierre.Flo | HR Specia | Human Re |
| 14 | Tara Carls | Tara.Carls | Tara | G | Carlson | HR Office | 805-876-1 | 3008 Par D | PO Box 12 | Riverside | CA | 92507 | Tara.Carls | HR Specia | Human Re |
| 15 | Jack Nicho | Jack.Nicho | Jack | P | Nichols | HR Office | 217-583-8 | 1212 Unive | PO Box 12 | Royal | IL | 61859 | Jack.Nicho | HR Specia | Human Re |
| 16 | Alicia Rich | Alicia.Rich | Alicia | B | Richardso | HR Office | 718-638-9 | 4764 Brier | PO Box 12 | Brooklyn | NY | 11238 | Alicia.Rich | HR Specia | Human Re |
| 17 | Lee Hargro | Lee.Hargro | Lee | R | Hargrove | HR Office | 224-207-6 | 40 Jadewo | PO Box 12 | Chicago | IL | 60607 | Lee.Hargro | HR Specia | Human Re |
| 18 | Agustin M | Agustin.M | Agustin | J | Mejia | HR Office | 401-924-1 | 1614 Crum | PO Box 12 | Portsmou | RI | 2871 | Agustin.M | HR Specia | Human Re |

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