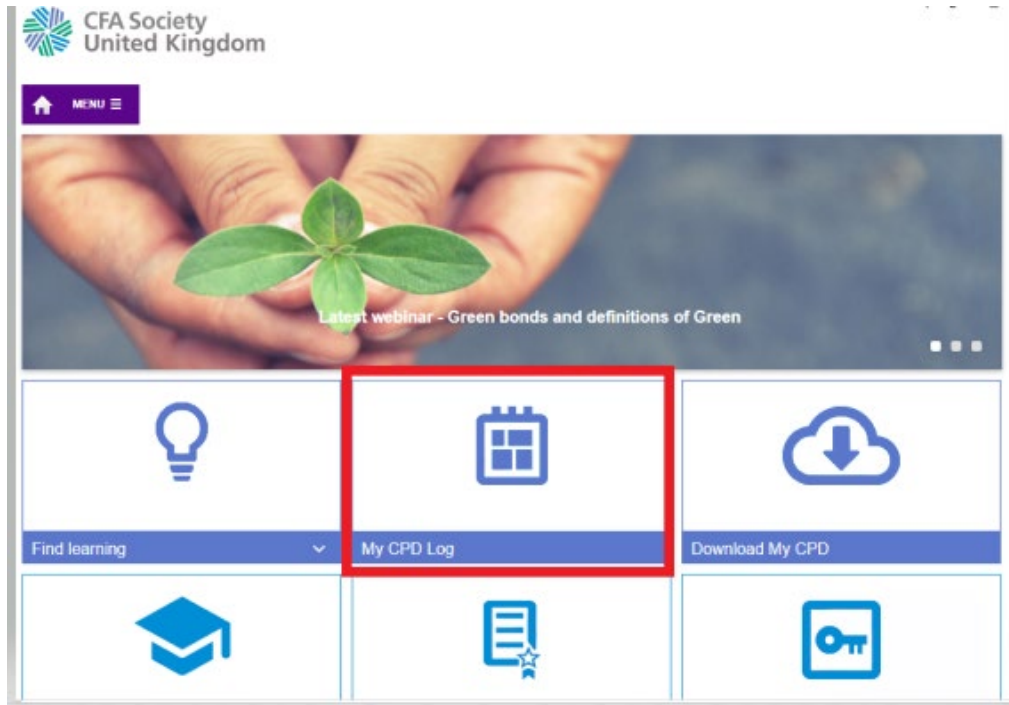


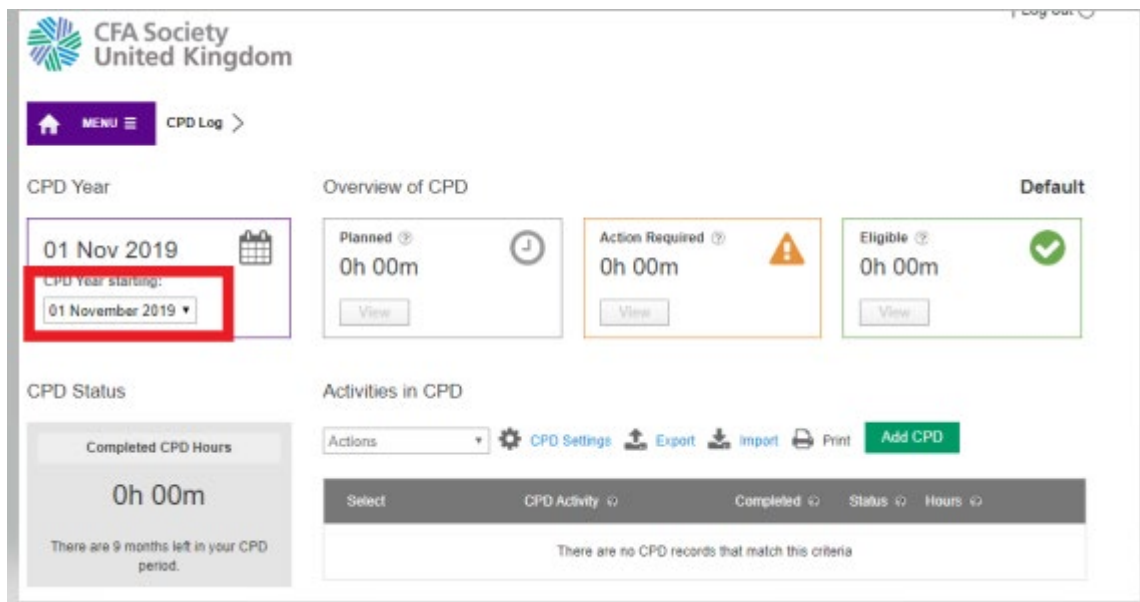
Exporting CPD from the Knowledge Centre

Log into your Knowledge Centre profile via this [link](#).

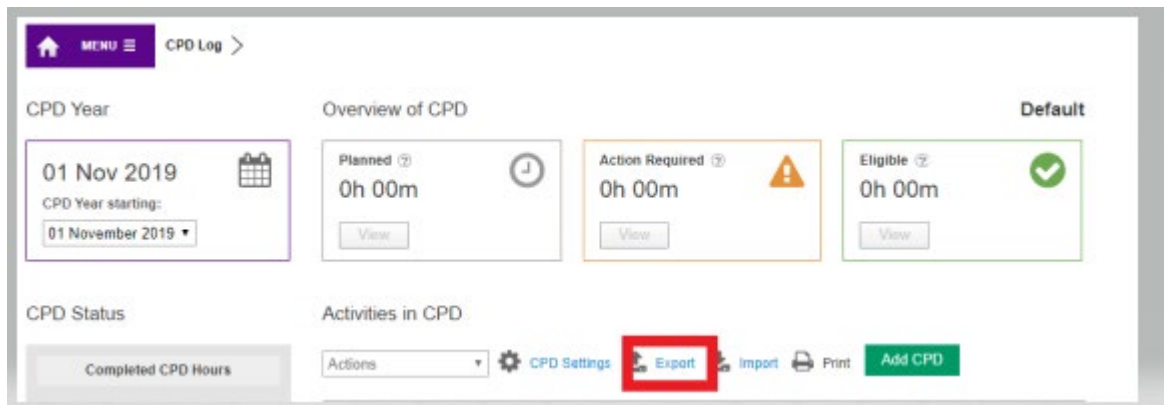
To export your CPD, navigate to your CPD Log.



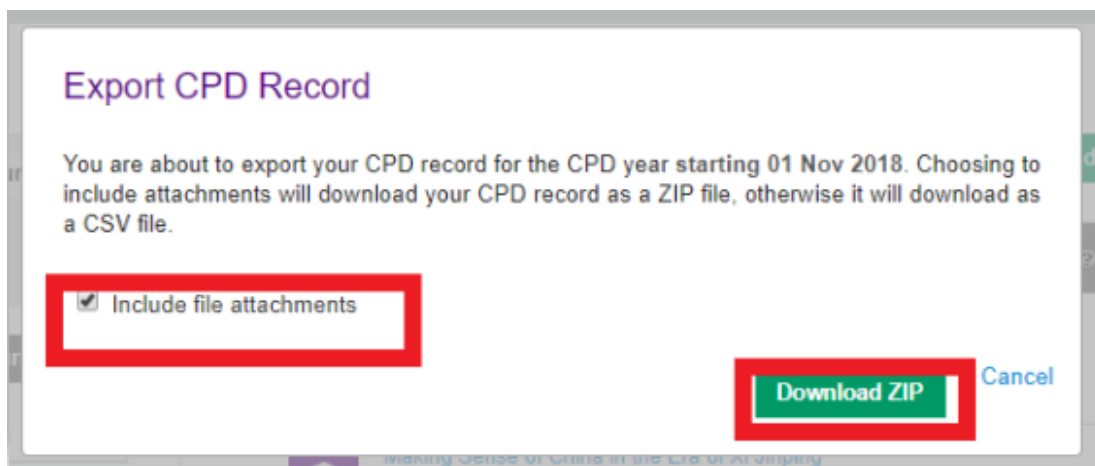
Amend the CPD year by using the drop-down option.



Click on **Export**.



A pop up will appear with the following message.



Click on **Download Zip** to export a spreadsheet containing your CPD records.

Ensure the **Include file attachments** box is ticked to download any attachments you have added to your CPD log e.g., certificates of attendance.

If you require any assistance, please email cpd@cfauk.org.