## View your PageCloud Form Submissions with Inbox

PageCloud Inbox gives you a central place to view all your PageCloud form submissions.

To learn more about setting up a PageCloud form, check out the article here .

## View Form Submissions

- 1. Head to your site dashboard.
- 2. Click the "Inbox" tab.
- 3. Here you will see a list of the different forms on your site.
- 4. Click "View Submissions" under the form you would like to view.

## **Export Form Submissions**

- 1. Head to your site dashboard.
- 2. Click the "Inbox" tab.
- 3. Here you will see a list of the different forms on your site.
- 4. Click "View Submissions" under the form you would like to export.
- 5. On the left side of the page you will see an Export section.
- 6. Select the export type you would like to use.
- 7. An export of all of your form submissions will be downloaded to your computer.

Current Export file types include .CSV, .XLS, .XLSX. If you had a suggestion for more file types, send them to support@pagecloud.com

- 1. Head to your form submissions.
- 2. Select a form submission to read.
- 3. On the lower left of the submission you will see "Reply", "Mark Spam", and "Delete"