

# Export club data

You can export club addresses via **Setup/Clubs+Courses/Export addresses**.

Export club addresses

Target file:  
m Files\PCCADDIE\USER\_1\DATEN\CLUB.DOC

Salutation (...=fill automatically):  
Dear ...

Only this club:  [Print] [Refresh]

Or: (when field empty)

General | Competition

This abbreviation in field groups:  
[Text Box]

and this LGV:  
[Text Box]

Intranet: Ignore

Order:  
Alphabet  
Search abbreviation  
No.

From: [Text Box] [Print] [Refresh]

Till: [Text Box] [Print] [Refresh]

Clubnumbers:  
[Text Box]

Export (F8)  
Word/Export  
Quit

The choice of the clubs is done as for [Printing the list of clubs](#). The default path in the local PC CADDIE folder USER\_1\DATEN, and the default file is CLUB.DOC.

The file is then available for further processing.

You can now use this file to create a serial letter using Microsoft Word or OpenOffice.

# Export clubs' email addresses

You can export email addresses and then save them in Word or Excel, or directly into Outlook.

Use the same menu item **Setup/Clubs+Courses/Export addresses**. Click „Export“. You can see a print preview on the screen, print, copy, open, or create a new document in Word or Excel. You can also paste the addresses in Outlook with CTR+V after creating a new message.