

# Export articles as PDF

## Organize and publish

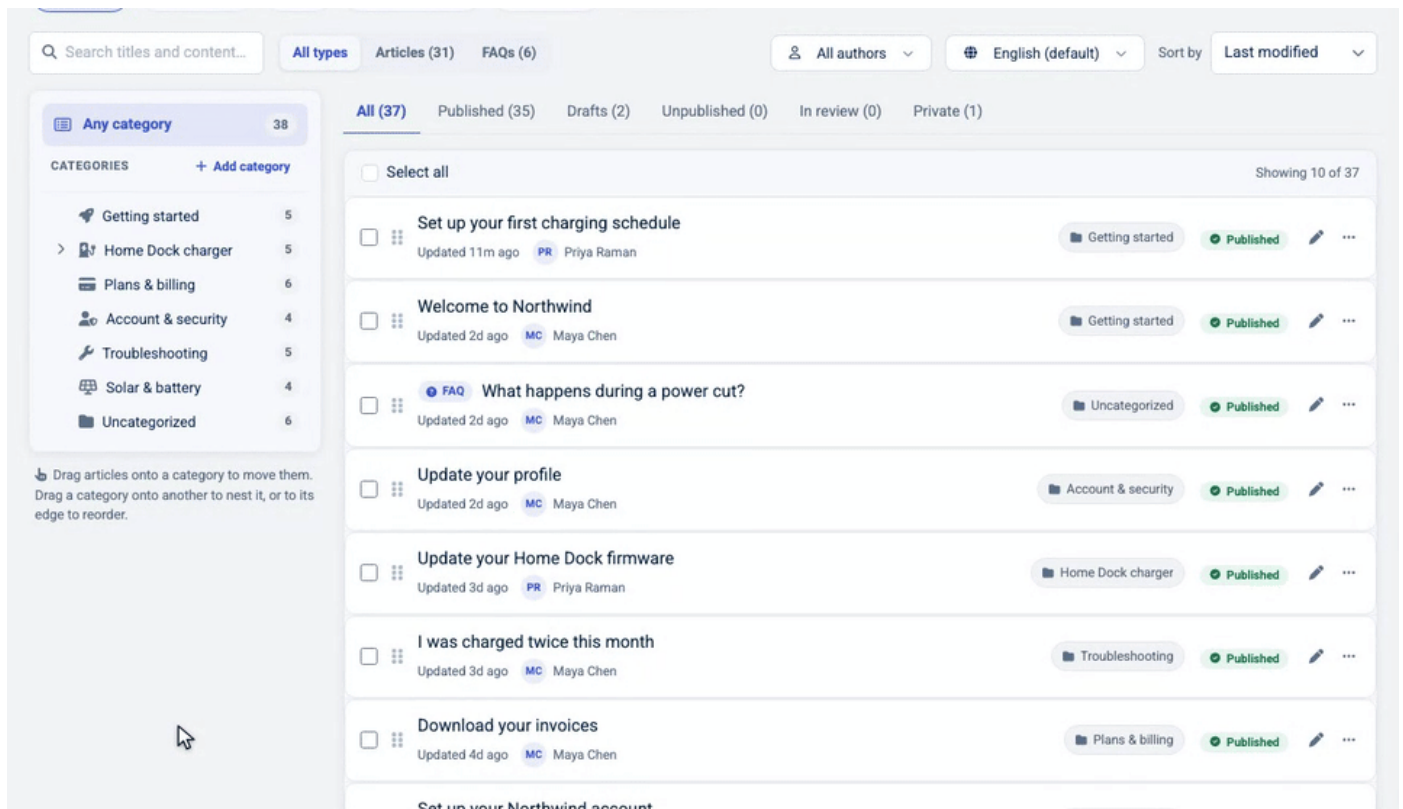
Export articles as PDF files to share them offline, keep an archive, or send them to someone who can't open your help center.

**Who can do this:** Owners, Admins and Editors (the whole help center: the Owner) ·

**Plans:** All plans

## Export selected articles

1. On **Articles**, tick the articles you want to export.
2. Click **Export as PDF** in the bar at the bottom.
3. Look for an email with the subject "Your help center articles PDF export is ready", and click the download link in it.



The export arrives by email as a download link.

## What's in the export

- A ZIP file with one PDF for each article in each of its languages.
- Every article you selected, including drafts and articles that aren't public.
- Private articles only if you're their author.

The download link works for 7 days.

## Export the whole help center

The help center's owner can export every article at once: go to **Settings** → **Danger zone** and click **Request a PDF export**. The download link arrives by email. You can request

one full export every 30 minutes. Exporting selected articles doesn't count toward that wait. See [Export or delete a help center](#).

Developers can also export your categories and articles as data through the API. See [Back up your help center](#) on the developer portal.

## Let readers print or download an article

Add the **Export menu** to your article page in the template editor. Readers then get an **Export** menu on every article, with **Print article**, **Download PDF** and **Download Markdown**. See [Customize the article page](#).

## Troubleshooting

**The email hasn't arrived.** Give it a few minutes, then check your spam folder. See [I'm not getting emails from HelpCenter.io](#).

**"You cannot run more than 1 full export every 30 minutes."** A full export of this help center was requested less than 30 minutes ago. Wait, then request it again. Exporting selected articles isn't affected.

**The download link doesn't work.** Links expire after 7 days. Export the articles again to get a new one.

## Related articles

- [Change many articles at once](#)
- [Export or delete a help center](#)