Kaltura Webcasting – Exporting a Transcript of the Q&A Session
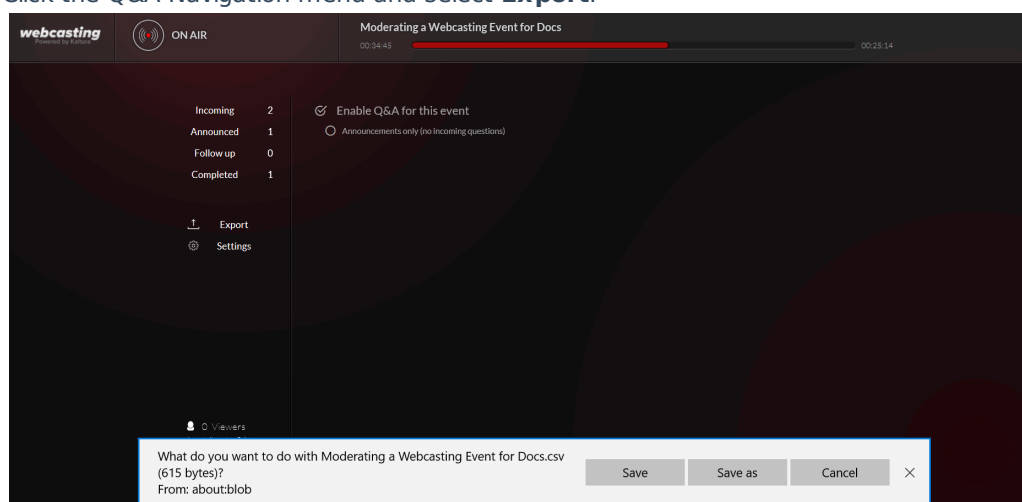
You can export a CSV file containing a transcript of the Q&A session. In the transcript you can find all of the questions and responses that were recorded during the broadcast event, the users that asked the questions, and the time.

> **NOTE:** You can download the transcript from the Moderator View or Producer's Application at any time following the event.

☰ To export a transcript of the Webcast event

1. Click the Q&A Navigation menu and select **Export**.

2. Select **Save** to save the file locally or Save as to modify the filename.