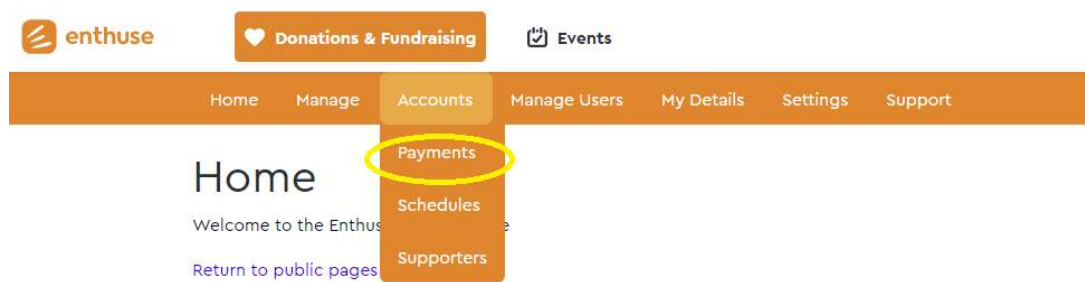


## How to download financial reports

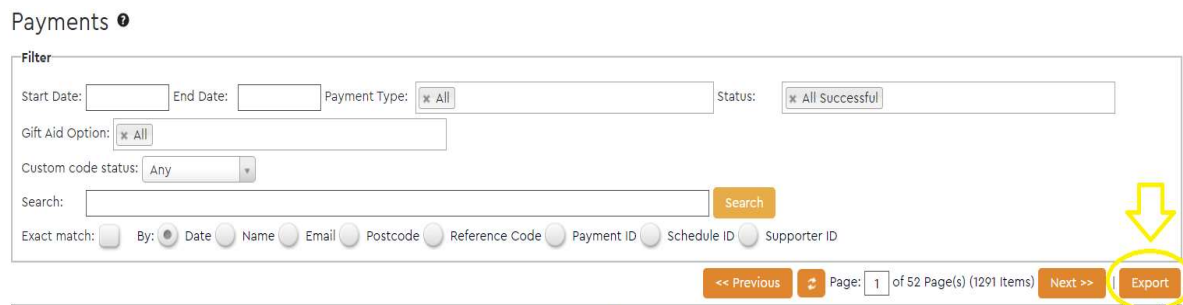
1. Log in via [Enthuse](#)
2. Use 'Accounts' tab



3. To download a report of all donations made to your group click 'Payments'



4. To see and download the payments into an Excel spreadsheet, click 'Export'



### What each report shows:

- Payments – all donations made to your group
- Schedules – all recurring donations set up to your group
- Supporters – contact details for people who have made donations to your group