

Export Individual Card History

06/30/2025 2:13 pm MDT

As an exception to most grids where users can click to download the data in CSV, the history grid does not currently have that option. At this time, the process to export the history of an individual card is a bit manual.



The history record of **all** project cards can be generated quickly and easily. Once exported, the data can then be filtered by card. For instructions on this option, see this article: [Generate Card History Export](#).

To access card history, navigate to the card list, and click the history icon.

Cards

Card List

Standard Query

Card List

Acme Doc Code: Reference: Level: Tagged Units: Sub-Supplier: ☐ The ONLY Sub-Supplier Clear Search

Stage: Acme Status: State: Submittal: Internal Code:

☐ Due to Acme: ☐ Expected Return to Wolfe: Days since last request: Keyword:

☐ Grid Rows Colors ☐ How to use auto-generated values for Doc No. (Acme) and Doc No. (Wolfe)

Card List

Tools	Required	Doc Code	Title	Reference	Card Name(Auto)	Stage	Due to Acme	Status (Combined)	Location	Routing	Expected
	<input checked="" type="checkbox"/>	AA	Document Schedule	5678	AA_5678	IFI		A			
	<input checked="" type="checkbox"/>	AC	General Arrangement Draw	Knife Gate Valve w	AC Knife Gate Valve with Hydraulic Actuator (HPU Excluded) an	IFA	M	X-	At Sub-Supplier: -		2021-03
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	5678	CD_5678	AB		A			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79091	CD_502HV-79091	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79103	CD_502HV-79103	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79092	CD_502HV-79092	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79104	CD_502HV-79104	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79093	CD_502HV-79093	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79094	CD_502HV-79094	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79095	CD_502HV-79095	HC		Z			
	<input checked="" type="checkbox"/>	CD	Material Test Certificates /	502HV-79096	CD_502HV-79096	HC		Z			

Instead of a download button, click CTRL-A. OR you can manually highlight all information on the screen (left click/hold and drag your mouse over the information), then right click to select "copy".

Little Project - Acme (4528KR-123) / Card History
4528KR-AA-001-01 (AA_5678)

Files Requests to Supplier

Viewer ☐ Off

File History

Entries displayed on cover pages:

User	System Comments	Tools	Recorded	Stage	Status	State	Original Doc Link	Doc-CP Link
kirstie@docboss.com	Card was set to required		2020-11-26 12:37:32	IFI	NULL	A		
kirstie@docboss.com			2020-11-26 12:47:09	IFI	X-	A	AA_4529.pdf	AA_4529.pdf
kirstie@docboss.com	Document was submitted in T-001		2020-11-26 12:49:49	IFI	X-	A	4528KR-AA-001-01_Rev000_Sub001.pdf	4528KR-AA-001-01_Rev000_Sub001.pdf
kirstie@docboss.com			2020-11-26 12:51:22	IFI	A	A	AA_4529_Code1.pdf	AA_4529_Code1.pdf
kirstie@docboss.com			2020-12-07 15:21:36	IFI	B-	A	AA_5678.pdf	AA_5678.pdf
kirstie@docboss.com	Document was submitted in TIS-005		2020-12-07 15:22:47	IFI	B-	A	4528KR-4528KR-AA-001-01_Rev000_Sub001.pdf	4528KR-4528KR-AA-001-01_Rev000_Sub001.pdf
kirstie@docboss.com			2020-12-07 15:25:09	IFI	B-	A	4528KR-4528KR-AA-001-01_Rev000_Sub001.pdf	4528KR-4528KR-AA-001-01_Rev000_Sub001.pdf
kirstie@docboss.com	Document was submitted in T-010		2020-12-07 15:26:38	IFI	B-	A	4528KR-4528KR-AA-001-01_Rev001_Sub002.pdf	4528KR-4528KR-AA-001-01_Rev001_Sub002.pdf
kirstie@docboss.com			2020-12-07 15:27:51	IFI	A	A	4528KR-4528KR-AA-001-01_Rev001_Sub002.pdf	4528KR-4528KR-AA-001-01_Rev001_Sub002.pdf
kirstie@docboss.com			2021-01-27 12:32:23	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com			2021-01-27 12:32:23	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com			2021-02-16 12:24:05	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com			2021-02-16 14:11:13	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com	Custom Field USERS was enabled		2021-04-28 15:47:30	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com	Updated from Code List(Requirements)		2021-04-28 15:53:24	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com	Document stage was changed from Document Requirements page		2021-04-29 09:33:17	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf
kirstie@docboss.com			2021-04-29 09:43:19	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf

No more pages 20

Open Excel and paste special ("Keep Source Formatting") into a new sheet.

File History									
User	System Comments	Tools	Recorded	Stage	Status	State	Original Doc Link	Doc+CPLink	Comment
Kirstie@docboss.com	Card was set to required		2020-11-26 12:37	IFI	NULL	A			
Kirstie@docboss.com			2020-11-26 12:47	IFI	X(+)	A	AA 4529.pdf	AA 4529.pdf	
Kirstie@docboss.com	Document was submitted in T-001		2020-11-26 12:49	IFI	X+	A	4528KR-AA-001-01_Rev000_Sub001.pdf	4528KR-AA-001-01_Rev000_Sub001.pdf	
Kirstie@docboss.com			2020-11-26 12:51	IFI	A	A	AA 4529_Code1.pdf	AA 4529_Code1.pdf	
Kirstie@docboss.com			2020-12-07 15:21	IFI	B(-)	A	AA 5678.pdf	AA 5678.pdf	
Kirstie@docboss.com	Document was submitted in T(S)-005		2020-12-07 15:22	IFI	B-	A	4528KR - 4528KR-AA-001-01_Rev000_Sub001.pdf	4528KR - 4528KR-AA-001-01_Rev000_Sub001.pdf	
Kirstie@docboss.com			2020-12-07 15:25	IFI	B(+)	A	4528KR - 4528KR-AA-001-01_Rev000_Sub001.pdf	4528KR - 4528KR-AA-001-01_Rev000_Sub001.pdf	
Kirstie@docboss.com	Document was submitted in T-010		2020-12-07 15:26	IFI	B+	A	4528KR - 4528KR-AA-001-01_Rev001_Sub002.pdf	4528KR - 4528KR-AA-001-01_Rev001_Sub002.pdf	
Kirstie@docboss.com			2020-12-07 15:27	IFI	A	A	4528KR - 4528KR-AA-001-01_Rev001_Sub002.pdf	4528KR - 4528KR-AA-001-01_Rev001_Sub002.pdf	
Kirstie@docboss.com			2021-01-27 12:32	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf	
Kirstie@docboss.com			2021-02-16 12:24	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf	
Kirstie@docboss.com			2021-02-16 14:11	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf	
Kirstie@docboss.com	Custom Field USERS was enabled		2021-04-28 15:47	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf	
Kirstie@docboss.com	Updated from Code List(Requirements)		2021-04-28 15:53	IFI	A	A	Supplier Document Index.pdf	Supplier Document Index.pdf	