You can view and manage form records (data submitted by website users) in the **Forms** application:

1. Open the **Forms** application.
2. **Edit** ( ) a form. The **Recorded data** tab of the form's editing interface opens, where you can see the individual records.

You can export form's records into an external file using either the XLSX (Excel), CSV or XML format, using the icon in the header of the **Actions** column. See Exporting data from the user interface for details.

When editing ( ) or creating a record via the administration interface, the form is displayed the same way as on the live site, letting you enter or change the values. Additionally, you can decide if notification and autoresponder e-mails should be sent when you save the record.

> **Accessing uploaded files**
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> If your form contains a field for uploading files, you can access such file by editing ( ) a form's record. Click the file's name to download the file.