Create a self-serve export job

01/14/2026 5:55 pm EST

Unlock insights and streamline your data workflows by exporting email service provider (ESP) and eligibility data from Bluecore directly to an SFTP or Google Cloud Storage (GCS) bucket.

When creating an export job, you specify which event to export, the destination, and the frequency.

All jobs, except for eligibility status events, can be run as frequently as once per hour. Eligibility status events can be run daily at most.

User role	View	Edit
Client Admin	Yes	Yes
Data Manager	Yes	Yes
Viewer	Yes	No

The exported data follows a schema, making it easier to integrate with your systems.

Once an export job is set up, you can be notified when it runs.

To learn more about export job and run statuses, see Understand export job and run statuses.

> ⓘ The export search is case sensitive. When search for jobs and runs, make sure to use exact capitalization.

Before you begin

- You should have a pre-configured export integration, for either GCS or an export SFTP so that the job knows where to export the file.
- You should have an existing designated target folder, because the path will be validated before you can save the job.
    - If you are exporting to Files.com, you can choose to export files to a parent or child Namespace's root folder.
- Decide if you want the file compressed with GZIP (.gz), encrypted with GPG (.gpg), or both.
- If you expect your file to exceed 1GB (uncompressed), the system will automatically split the file into multiple parts with sequential wildcards. For more information on what the file name would be, see wildcard in the export file name structure section.
- If you are planning to export data with a date range that's greater than 30 days and less than two years, contact support@bluecore.com with the requested date range and link to the paused job.
- If you are planning to export data with a date range that's greater than two years, contact support@bluecore.com with the requested date range and the required job configuration details.
- After you save a job you can't make any edits, such as changing the schedule. If you need to make any changes, you can duplicate the job or create a new one.

Create an export job

1. Navigate to ⬜ **Data Exports** > **Event Exports**. The list of event exports appears.

2. Click **New Event Export Job**. The list of destination integrations appears.

3. Click the destination integration in which you want to send the file. The **Event Exports Job** page appears.

4. Fill out the details about the export job and, when finished, click **Save Job**.

> ⓘ If you export data that includes tracking parameters or a date range that's longer than six days, such as using the previous week or month options, the export file might be very large.
>
> To manage large files:
> - Use a shorter date range, if possible
> - Use compression
> - Split the export files by date

Job Timezone and file dates

To use your local day and time for the export data date range and job schedule, select your timezone in the **Job Timezone** dropdown.

The date and time data contained in the export files are always recorded in UTC. The **Job Timezone** only affects the export data date range and job schedule, not the timestamp data.

Export file name structure

The export file name is constructed using the file name, extension, and run ID, and other settings that you choose when creating or editing a job.

The file name structure is made up of the following:

`<File name>-<date range>-<partition ID>-<wildcard>-<run ID>.<extension>`

- File name
    - The name of the file that you input in the **Job Settings** section.
- Date range
    - If you select **Append date range to file name**, the date range of the data in the file.
    - **Format:** `YYYYMMDDHHmmSS` for hourly jobs and `YYYYMMDD-YYYYMMDD` for all other jobs
    - **Example:** One daily file representing May 5th, 2025 through May 6th, 2025 would be `20250505-20250506`.
    - **Example:** One hourly file representing May 5th, 2025 at 12pm UTC would be `20250505120000`
- Partition ID
    - If you selected **Split files by day**, this identifier represents the specific day's data.
    - **Format:** `YYYYMMDD`
    - **Example:** One file representing March 5th, 2025 would be `20250305`.
- Wildcard
    - Indicates if the file is part of a set of sharded files. If a file's uncompressed size exceeds 1GB, it is automatically split into smaller files. This is controlled by the **Split files if expected to be**

larger than 1GB (uncompressed size) setting and can't be turned off. The wildcard starts at 0 and goes up sequentially.

- **Format:** `000000000000`
- **Example**: If one file was split into three files, the first would be `000000000000`, the second would be `000000000001`, and the third would be `000000000002`.

- Run ID
  - The ID associated with the run that created this export.
  - **Format:** `XXXXXXXX-XXXX-XXXX-XXXX-XXXXXXXXXXXX`
- Extension
  - The combination of the selected file type.
  - **Example**: if you selected a CSV file type with GZIP compression and GPG encryption, the extension would be `.csv.gz.gpg`.