

Author Tip | Export/Import a Report from One Environment to Another

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Report authors are encouraged to develop reports in a non-Production environment ([Cognos Analytics QA](#) or [Cognos Analytics Development](#)) for the following reasons.

- Report development can have unexpected results that could impact the Production environment.
- It segregates reports that are under development from those that have been fully tested and ready for Production use.

Export/Import a Report Specification

Follow the steps in [this article from IBM](#) to easily export a report specification in one environment and import it into another.