

# ACS Export

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## Genea

### Genea (cloud-native)

1. **Scope the data:** access events and door controller health (Mercury-based hardware status).
2. **Confirm access path:** Genea admin portal or the Genea REST API ([apidocs.getgenea.com](https://apidocs.getgenea.com) — requires API key from account settings).
3. **Pick an export method:**
  - a. *Portal.* Reports / Activity → filter to last 30 days → Export CSV. Repeat for Users, Doors, Audit.
4. **Run the export:** UTC from the API, include door and user IDs for joins, pull access-group assignments separately so you can cross-reference.
5. **Normalize:** per-resource CSVs or a single .xlsx.
6. **Sanity-check:** event totals against the portal's Activity view for the same window.