

M A V E R I C K A I

EXPORT YOUR CHATGPT AND CLAUDE DATA

GET YOUR HISTORY, KEEP THE ORIGINAL, AND PUT IT TO WORK

Your useful background may already be sitting in old AI conversations. Exporting downloads a copy from your account so you can keep it or use selected material to build your own working notes.

The download steps for both apps
Where the export arrives and how long the link lasts
A visual folder map for originals and working copies
How to choose what your AI is allowed to use
Common mistakes and a one-page quick reference

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Step 1: Know what an export does

This guide covers ChatGPT and Claude. You only need the section for the app you use. If you use both, download them separately and keep the files clearly labeled.

An export is a copy of data from your account. It is not a new AI account, a live connection, or a promise that every attachment ever mentioned in a conversation will be included.

The download may be an archive such as a ZIP. Think of a ZIP as a package containing several files. Keep the package even if you later extract a working copy. Extraction means opening the package into a normal folder.

You may find readable chat pages, structured data files, and account information. File names and formats can change. You do not need to edit a JSON file or understand the underlying format to use the setup prompt.

Full history and memory summaries are different

If your goal is to review past conversations, use the account data-export process in this guide. A tool that exports a short memory summary is giving you a smaller, different source. It can be useful, but it should not be described as your complete conversation history.

Check the right account first

If you have a personal login and an employer-managed workspace, confirm which one you are using. Follow your organization's rules for its material. Do not copy company or client information into a personal system simply because an export is technically available.

Step 2: Export your ChatGPT data

In a computer browser, sign in to [ChatGPT](#). Open your profile menu, then choose Settings and Data controls. Find Export data, select Export, and confirm the request with Confirm export.

ChatGPT notifies you by email or SMS when the export is ready. It can take up to seven days. Open Download data export while signed in to the same account. The link expires 24 hours after you receive it. The ZIP contains chat history and other relevant account data.

Self-service export is unavailable in Business, Enterprise, and ChatGPT for Healthcare workspaces. Ask the workspace owner about organization-managed access. For the latest instructions and the Privacy Portal alternative, use [OpenAI's official export guide](#).

Save the download somewhere you can find

When your browser downloads the archive, locate the file in Downloads or the location you selected. Move or copy it into a private folder you recognize. Avoid a shared team folder or public website-assets folder.

Label the containing folder with the app and the date, for example ChatGPT export - September 22. You can preserve the archive's original filename inside it. That makes the source clear without changing the contents.

If you cannot see the export control

First confirm that you are in the intended account and workspace. Then compare your screen with the official help page above. Do not use an untrusted site asking for your password to download your history for you.

Step 3: Export your Claude data

Sign in on [Claude's website](#) or its desktop app. Open your account menu, choose Settings, then Privacy. Select Export data. Claude sends the download link to your account email after processing.

Stay signed in when using the link, and download it within 24 hours of delivery. If it expires, request another export. There may be a processing delay.

Individual Free, Pro, and Max users can export. On Team and Enterprise, the organization's Primary Owner controls data exports. The export request is not available in Claude's iOS or Android app. See [Claude's official export instructions](#).

Label this source separately

Use a folder such as Claude export - September 22. If you also downloaded ChatGPT history, keep both originals separate. The assistant should know which app each archive came from rather than guessing from similar filenames.

This does not restore chats into another account

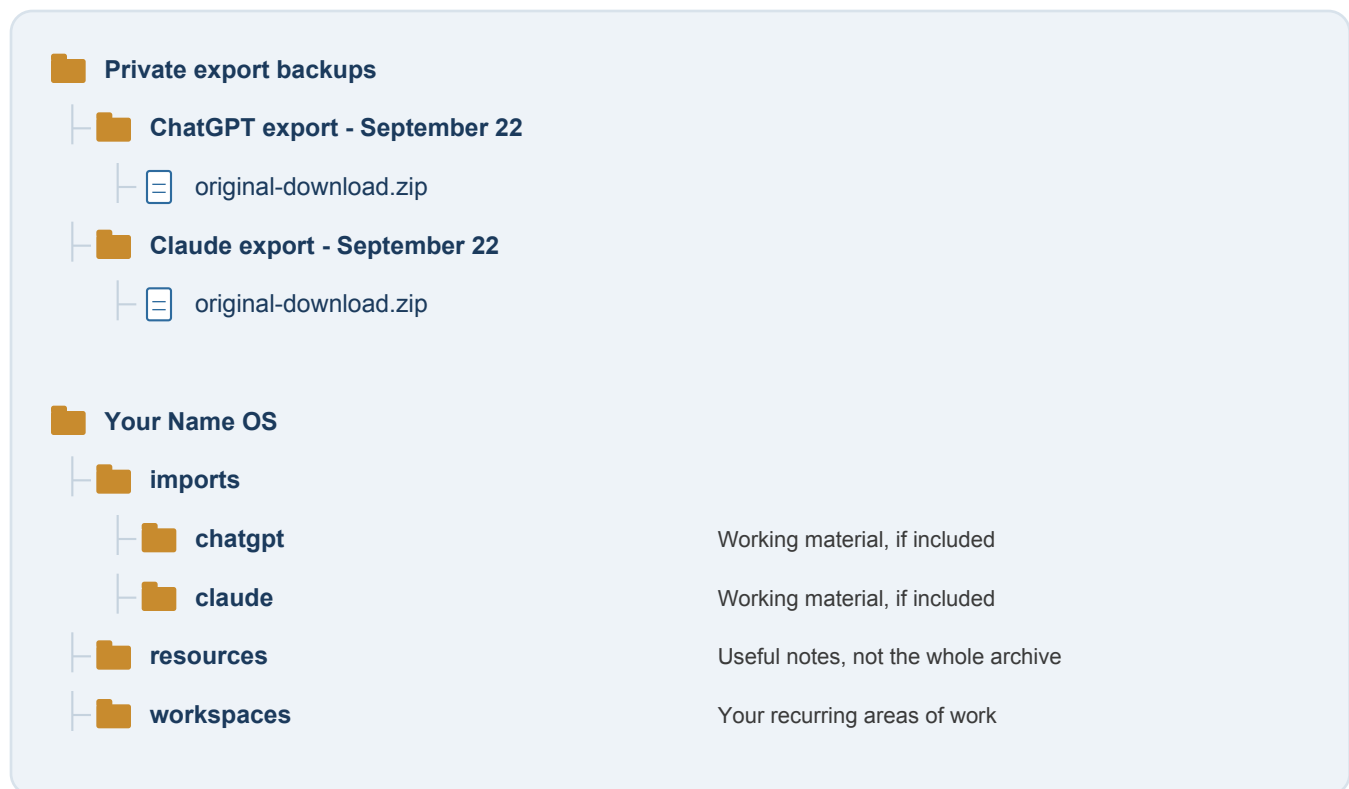
Claude does not support importing this export into another personal Claude account. In the Maverick OS workflow, an assistant reads supplied source material and writes useful notes. That is different from transferring native chat history or restoring the old sidebar.

Step 4: Preserve the original and make a working copy

Keep the downloaded archive unchanged. If something goes wrong during organization, you can return to that original.

Create a separate working copy for the material you want the assistant to process. You can place that copy inside your dedicated OS folder and identify it to the assistant. The setup prompt can inspect the archive and create a private imports folder.

Here is an example, not a required set of filenames:



The original backups do not have to sit inside the AI-connected folder. Keep them in a private location you control. The assistant only needs access to the working material you decide to provide.

If the file already looks like a folder

Your browser or operating system may have expanded the archive automatically. Look for the original download too. Do not assume that the first visible HTML page is the complete export. Keep the full downloaded set together until the assistant has inspected its structure.

You do not need to tidy every chat by hand

The setup prompt can inventory the supplied files, identify conversations, and process them in batches. Your job is to choose the source and the boundaries. Its job is to organize carefully and report what it actually reviewed.

Step 5: Choose what the assistant may use

Before giving the assistant access, decide whether there are accounts, dates, people, or topics you want excluded. You can say, "Use my personal project chats, but skip employer information and health conversations."

Exclusion instructions are helpful, but granting access to a complete archive still makes that archive available to the session. For material you do not want the service to receive at all, leave it out of the working copy or use a smaller, separately prepared selection.

Avoid putting passwords, API keys, identity documents, or unnecessary account numbers into everyday notes. A note saying how you prefer an email written does not need the private contents of every email you have discussed.

Keep public outputs separate

A raw export belongs with private source material. It does not belong in a folder of images or PDFs you upload to your website. When you create a public guide, template, or example, use fictional details or a deliberately reviewed selection.

Local storage is not offline AI

The file can live on your computer while its contents are processed by an AI service. Review your account's data settings and use only material appropriate for that service. The OS folder organizes information; it does not change the provider's data-handling rules.

Step 6: Use the export with your OS folder

Open [My Maverick OS File System setup guide](#). It covers the desktop folder connection, the complete setup prompt, and how to verify the finished files.

Connect the dedicated OS folder first. Identify your working archive or archives, paste the full setup prompt from that guide, and answer the assistant's questions. Tell it the exclusions before it starts reviewing the contents.

The prompt tells it to separate confirmed facts from drafts and hypothetical plans. It also tracks batches, preserves source details, and saves progress so a large import can continue later.

Ask for an honest coverage report

The assistant should report how many conversations it reviewed, what remains, what was excluded, and which files or attachments were unavailable. A filename in an old conversation does not prove the export contains that attachment.

If the process stops, resume from the saved progress in the same folder. Do not ask it to mark the import complete just because it created a summary.

You can start without waiting for an export

If the download is delayed, begin the OS setup with an interview and a few files you choose. Add the history later. The important first result is a working folder with accurate notes, not the largest possible archive.

Common Mistakes and How to Fix Them

No download message arrived

Check the account you requested from, its message inbox, and spam or junk folders. ChatGPT can take up to seven days. Claude notes that processing can take time. Use the official support instructions if the delay continues. Do not assume the request failed just because the message was not immediate.

The link no longer works

Both providers document a 24-hour download-link window. Request another export from the account settings, then download the new one promptly while signed in to the correct account.

My file is too large to attach

A desktop session connected to the working folder may be able to inspect the local archive without a chat attachment. It still has processing and usage limits. Follow the main guide's environment check and staged import. Do not upload the archive to a random file-splitting website.

The assistant says it imported everything instantly

Ask for the inventory and reviewed counts. Reading a list of filenames is not the same as reviewing the conversations. If it sampled the archive, label the result as partial and continue in tracked batches.

I cannot find an old image or document

Ask the assistant to distinguish a missing attachment from an unreadable file. Retrieve the original separately if you still have access and want it included. Never treat an old download link as proof that the underlying file is available.

Sources and verification

Checked September 22, 2026 against [OpenAI's export guide](#) and [Claude's export guide](#). Menu labels and policies can change. These instructions were checked against documentation; no reader's private export was requested or processed as a test.

Continue with [My Maverick OS File System](#).

Quick reference

ChatGPT: Settings, Data controls, Export data, Export, Confirm export. Watch for the email or SMS. Delivery can take up to seven days, and the link lasts 24 hours.

Claude: Settings, Privacy, Export data. Use the website or desktop app. Watch your account email. The download link lasts 24 hours.

For either app: keep the original, label the source, choose what may be processed, and use a working copy. Organization-managed accounts have different access rules. An export is not a live sync or a native account migration.

App or stage	What to do
ChatGPT	Settings > Data controls > Export data > Export > Confirm export.
Claude	Settings > Privacy > Export data, on web or desktop.
Download	Check the account message, sign in, and download within the 24-hour link window.
Store	Preserve the original archive. Label the app and date. Use a separate working copy.
Prepare	Choose what may be processed before connecting the working material to an AI session.
Set up your folder	Continue in the Maverick OS guide and paste the full setup prompt.

DO THIS TODAY

Request the export from the app you use most. While it processes, create your OS folder and read the setup guide. When the download arrives, preserve the original before starting the import.

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Keep the original. Choose the context. Build from there.