## 920i<sup>®</sup> Weighcenter Upload to Excel Using a Flash Drive Instructions

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Figure 1. Import to Excel – Data Tab

Below are the instructions to upload data from the 920i Weighcenter to Microsoft Excel using a flash drive.

- 1. Open Excel and select the *Data* tab.
- 2. Select From Text. Import Text File box displays.

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Figure 2. Import Text File

- 3. Select the flash drive needed.
- 4. Select ALL FILES from the file name pull down.
- 5. Highlight the TRANS.DB.
- 6. Press Import.



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Figure 3. Text Import Wizard

- 7. Select *Delimited*.
- 8. Press Next.

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Figure 4. Text Import Wizard – Step 2

- 9. Check *Space* and *Other*, the numbers will be put into columns.
- 10. Press Next.

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Figure 5. Text Import Wizard – Step 3

- 11. In *Column data format*, check *Date* and select *MDY*, the first column header reads *MDY*.
- 12. Press Finish. Import Data box displays.



Figure 6. Import Data

- 13. Select cell A2.
- 14. Choose the worksheet to import the data into.
- 15. Press OK. All data from the flash drive is uploaded into excel.



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Figure 7. Add Header Row

16. Add a column header in row one to specify what each column references.



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