920i® Weighcenter
Upload to Excel Using a Flash Drive Instructions
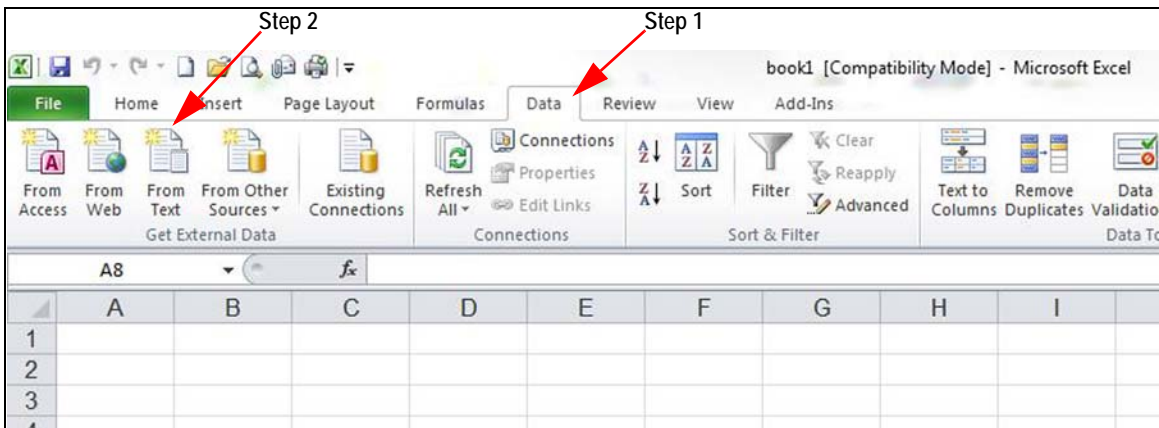

Figure 1. Import to Excel – Data Tab

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.
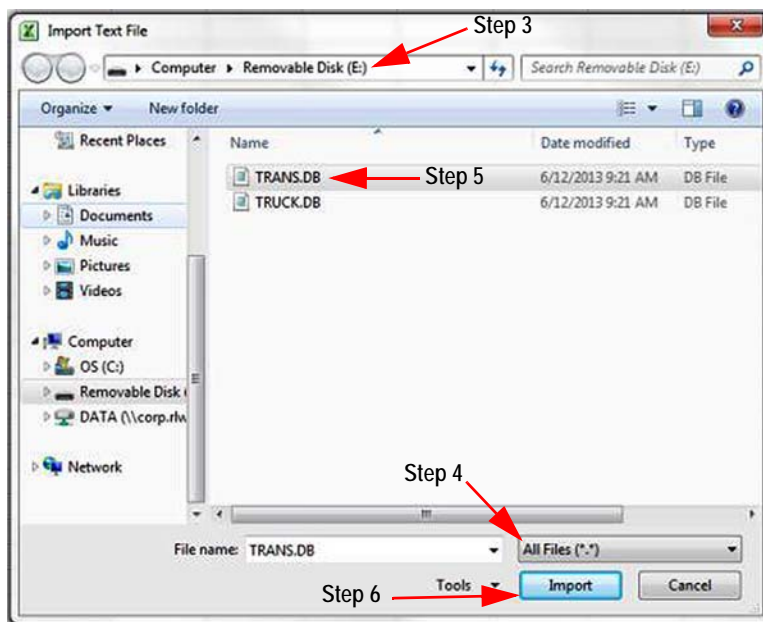2. Select *From Text*. *Import Text File* box displays.

Figure 2. Import Text File

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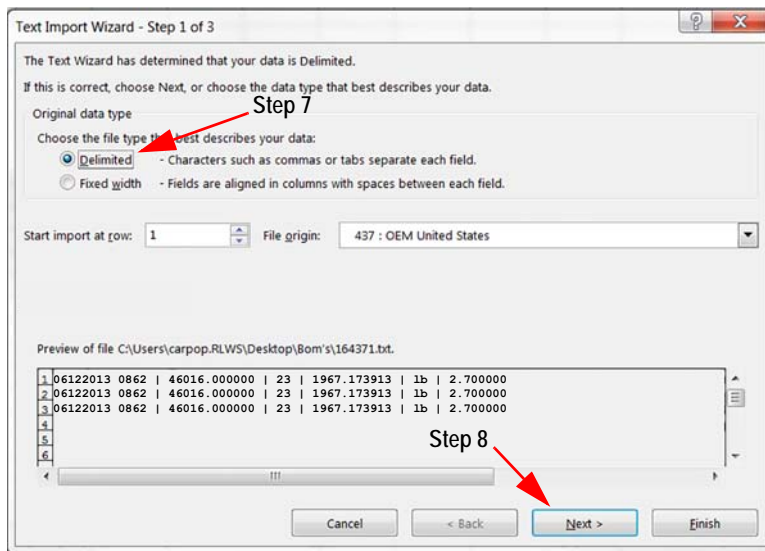5. Highlight the *TRANS.DB*.
6. Press **Import**.

Figure 3. Text Import Wizard
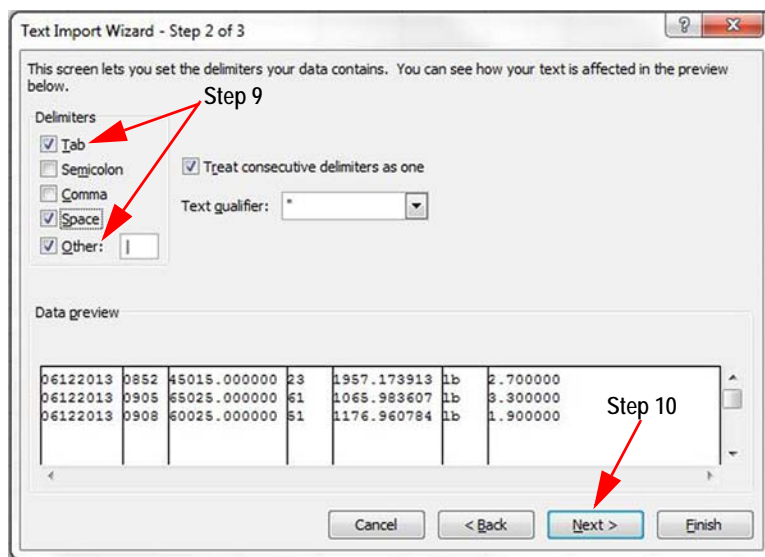
7. Select *Delimited*.
8. Press **Next**.

Figure 4. Text Import Wizard – Step 2

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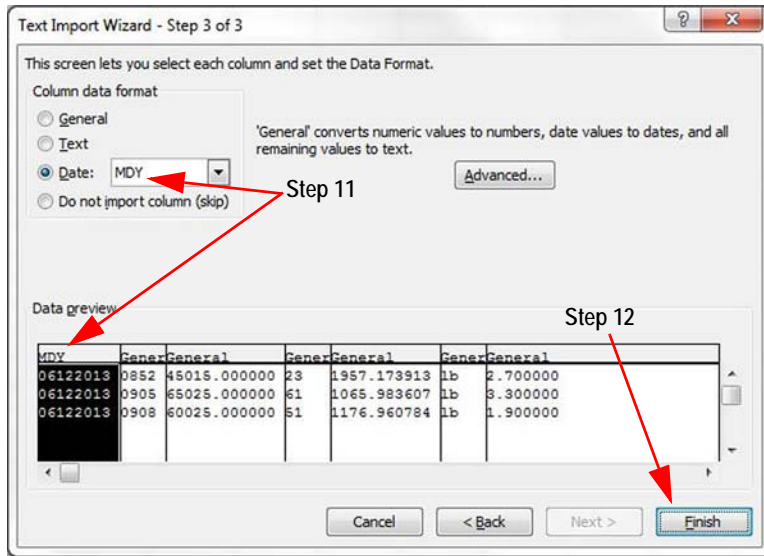10. Press **Next**.

Figure 5. Text Import Wizard – Step 3

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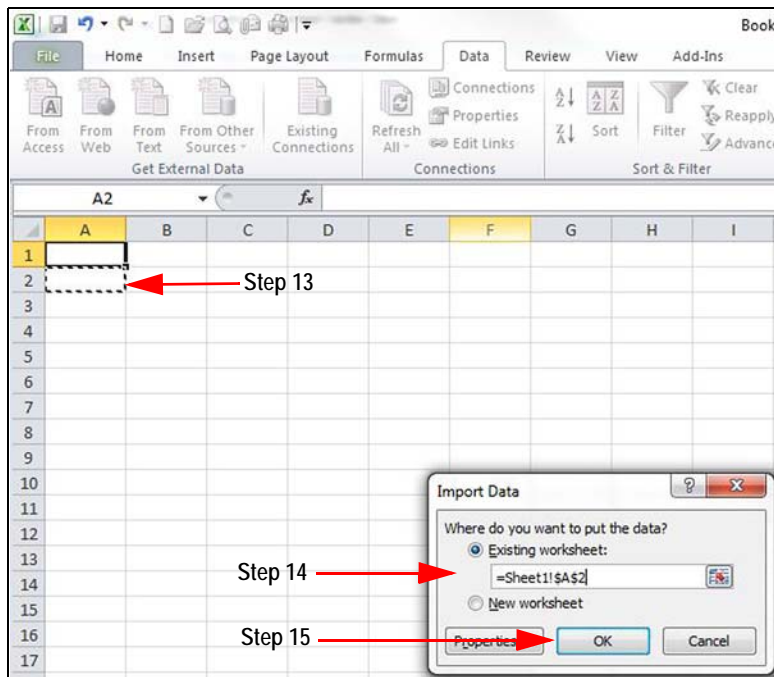12. Press **Finish**. *Import Data* box displays.

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.

Figure 7. Add Header Row

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