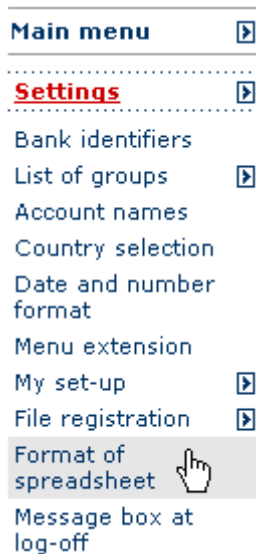


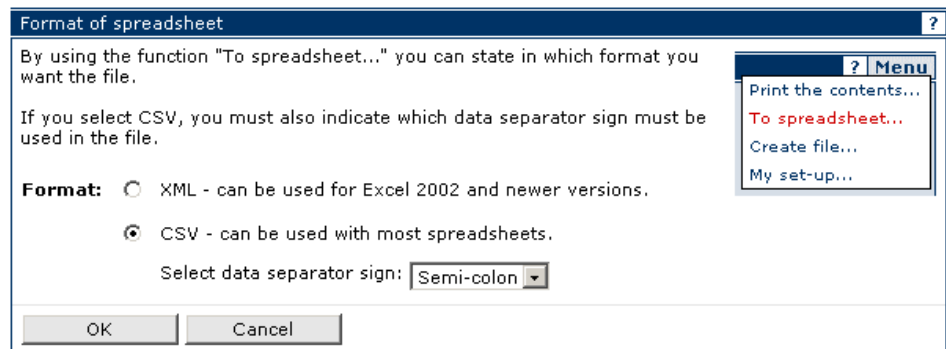
To spreadsheet

Transfer data to spreadsheet You can transfer information to a spreadsheet in selected functions, e.g. *List of accounts* and *Balance history*.

The first time Before using the function for the first time, you should check that the correct function has been selected under *Settings => Format of spreadsheet*.



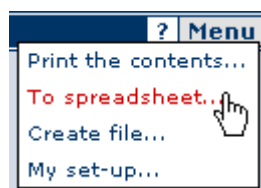
Here you state which of the two formats will be used, when you transfer to spreadsheet.



With format *CSV*, you must also state which data separator sign is to divide the individual fields in the file.

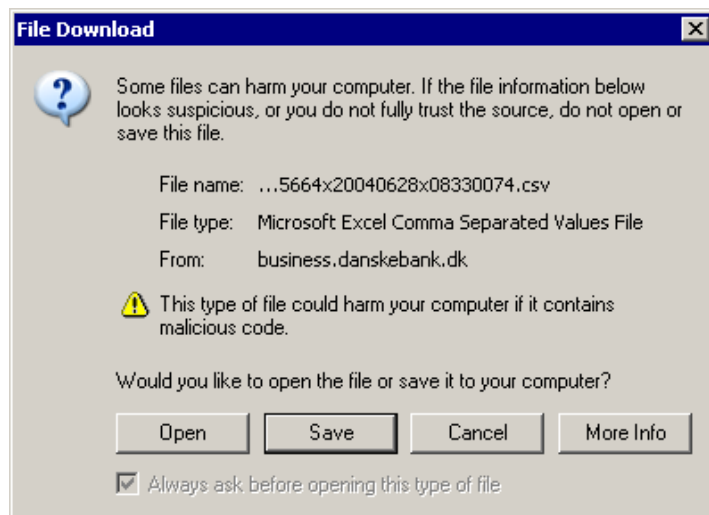
How to transfer data

If you want to transfer information to your spreadsheet, you can do the following: Select *To spreadsheet* in the *Menu* in the top right hand corner.



To spreadsheet

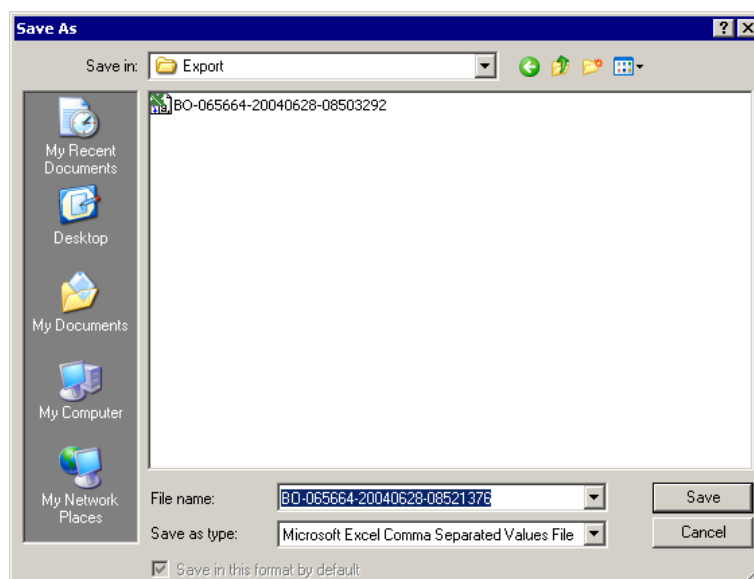
If you have checked the box *Always ask before opening this type of file*, you will be shown the following dialogue box:



Here you can choose to click *Open* which opens the file directly in the spreadsheet or alternatively you can save the file to your disk by clicking on *Save*.

Save the file

If you select *Save*, you will be shown the dialogue box *Save as*. Indicate here where you want to save the file and what you want to call it.



The program suggests e.g. the following file name:

BO-065664-20040628-08521376.csv =

BO-"user no."-"yyyymmdd"-"hhmmssms"."file format"

To spreadsheet

Open the file

Open your spreadsheet program e.g. Excel.
You can open files from the bank in Excel in two ways.

1. Open the file via *Files* => *Open*.
In the dialogue box *Open* you must remember to select *Text files* or *All files* in *File type* if it is a file in CSV format.
2. Open the file with the help of the guide *Text import*, where, among other things, you can choose data separation signs (separators). Select *Data* => *Import external data* => *Import data*. It is a good idea to use the guide if you experience that the columns are in the same cell due to incorrect data separation.

This is a file in CSV format in Microsoft Excel 2002.

	A1	Date			
	A	B	C	D	E
1	Date	Booked balance	Interest balance	Commission balance	Accruing debit interest
2	14.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.007,60
3	15.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.151,00
4	16.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.294,40
5	17.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.437,80
6	18.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.581,20
7	19.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.724,60
8	20.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-2.868,00
9	21.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-3.011,40
10	22.07.2004	-2.017.853,33	-2.017.853,33	-2.017.853,33	-3.154,80
11	23.07.2004	-4.074.832,50	-4.074.832,50	-4.074.832,50	-3.444,38

Note

When you open the file in the spreadsheet, the presentation of data depends on which spreadsheet version you use. You should maybe adjust the column width, thousand separators etc.