Export Data to a Text File

Overview

This document describes how you can use XLReporter to export data from a report to a text file.
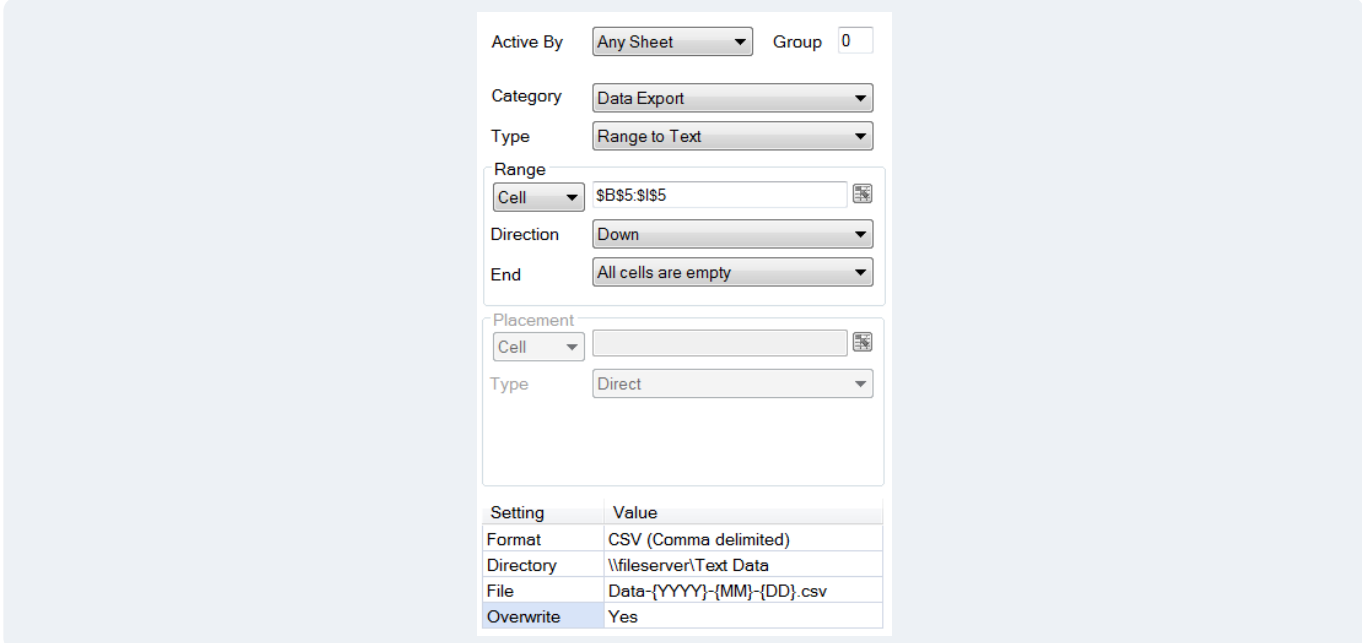
Data Management

Data can be exported from a report to a text file by configuring Data Management connections in the template.

To access Data Management, open the template in the Design Studio and from the **Template** tab select **Data**, **Connect**. In the **Connections** window there are tabs on the left for **Data** and **Manage**. Select **Manage** to configure Data Management.

There are 2 Data Management functions available to export data to a text file: *Range to Text* and *Worksheet to Text*. These are both available under the **Category** *Data Export*.

Range to Text

The *Range to Text* function is used to export a range of cells from the report to a text file.

- Set **Category** to *Data Export*
- Set **Type** to *Range to Text*

The **Range** section defines the range of cells to be exported to the text file. This can either be an entire range, or if the depth or width of the range cannot be determined until runtime a single row or column with the **Direction** and **End** settings configured to detect the entire range at runtime. Typically the top row of the range is the column headers for the text file.

Under **Settings**,

- Set **Format** to format of the text file to produce from this range.
- Set **Directory** to the folder where you want the text file to be saved.
  This can be left blank and if so, the text file is saved to the **Reports** folder of the project.
  The setting may contain XLReporter **Variables** and **Name Types**. However, avoid **Name Types** like *{DATE}* and *{TIME}* which contain characters that are illegal for Windows folder names.
  This can also be a partial folder reference (e.g., *Text Files\{YYYY}*) in which case these are treated as subfolders of

the **Reports** folder of the project.

The limit of this setting is 48 characters. If you require more than 48 characters you can enter the full path into a cell on the worksheet and then specify this setting with the cell reference.

- Set **File** to the name of the text file to create.

  This can be left blank and if so, the text file is named after the target workbook and worksheet in the format *Workbook_Worksheet.FileExtension* where the file extension is based on the **Format** setting.

  If this is specified without an extension then the file extension is based on the **Format** setting.

  The setting may contain XLReporter **Variables** and **Name Types**. However, avoid **Name Types** like *{DATE}* and *{TIME}* which contain characters that are illegal for Windows file names.

  This setting may also be specified as a cell reference where the cell contains the name to use.

- Set **Overwrite** to *Yes* or *No* depending on if the file exists do you want it to be overwritten or not.

Worksheet To Text

The *Worksheet to Text* function is used to export an entire worksheet from the report workbook to a text file.

- Set **Category** to *Data Export*
- Set **Type** to *Worksheet to Text*

The worksheet to export is based on the **Active By** setting of the connection in conjunction with the action to trigger the report and the **Report Names** settings of the template.

- Set **Directory** to the folder where you want the text file to be saved.

  This can be left blank and if so, the text file is saved to the **Reports** folder of the project.

  The setting may contain XLReporter **Variables** and **Name Types**. However, avoid **Name Types** like *{DATE}* and *{TIME}* which contain characters that are illegal for Windows folder names.

  This can also be a partial folder reference (e.g., *Text Files\{YYYY}*) in which case these are treated as subfolders of the **Reports** folder of the project.

  The limit of this setting is 48 characters. If you require more than 48 characters you can enter the full path into a cell on the worksheet and then specify this setting with the cell reference.

- Set **File** to the name of the text file to create.

  This can be left blank and if so, the text file is named after the target workbook and worksheet in the format *Workbook_Worksheet.FileExtension* where the file extension is based on the **Format** setting.

  If this is specified without an extension then the file extension is based on the **Format** setting.

  The setting may contain XLReporter **Variables** and **Name Types**. However, avoid **Name Types** like *{DATE}* and *{TIME}* which contain characters that are illegal for Windows file names.

  This setting may also be specified as a cell reference where the cell contains the name to use.

- Set **Overwrite** to *Yes* or *No* depending on if the file exists do you want it to be overwritten or not.