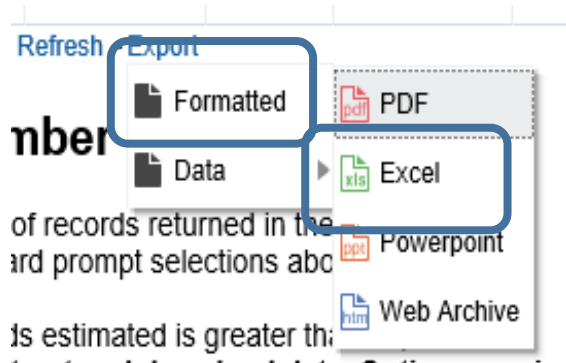# Export Features and Tips

Using Formatted Excel Choice

Result:
Use for less than 25,000 rows
Solves the Leading Zeros problem
Formatted as decent looking Excel Table
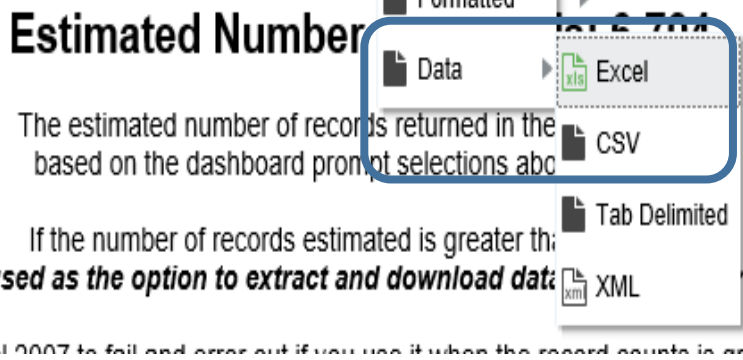**Numbers land as text – have to select and use the
Use "Caution" tool to convert to Numeric**
Tips: Add text box with copied criteria
Copy the sheet (Control + Drag)

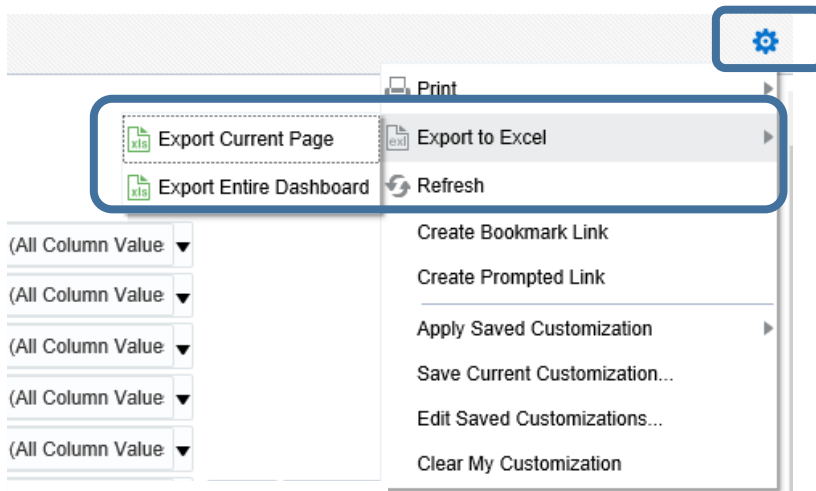Using Data Excel or CSV Choice

Result:
Lots of formatting has to be done with either!
More than 25,000 rows can be exported
Excel solves the "leading zeros" problem and
numbers lands as numbers
CSV does not keep leading zeros
CSV DOES return all "hidden" columns from the
report (Excel does not) – right click to see "hidden
but not included" columns in the report

Using the gear (page options)

These options are not used as they do
not provide good results. They are
functionality that comes with the
package.
_The features and functionality people
really want are gotten by using the
Export hyperlink under each result!_