Export to Excel

The reports you create in FreezerPro can be exported and can be opened in Excel.

To make an export, you need to create a report by clicking on the report icon and then selecting which report you want to create. If you choose Samples Report, you can choose which data that comes with, other reports are designed by Stockholm's medical biobank if needed.

In this example, we use the Samples Report.

	Home	Test SLL ×	Search: San	nples ×					
) –					\bowtie –	-	Actions 👻	Search
S	ample Name			contains		dna			
S	ample Name			contains		plasm	а		
€.	0 💀 🗖	A B							
	ID	Sam <mark>i 🕞</mark> S	amples		Description	Т	ype		Vials
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÷	1040175	11Plasma	<u> </u>	k		H	luman Sa	mple Types	1
Ŧ	1040179	11Plasma				H	luman Sa	mple Types	1
Ŧ	1040180	12Plasma				H	luman Sa	mple Types	1
÷	1040181	12Plasma				H	luman Sa	mple Types	1
÷	1040184	13Plasma				H	luman Sa	mple Types	1
÷	1040185	13Plasma				H	luman Sa	mple Types	1

A dialog will now appear showing you which data will be included in the report.

Report		\times					
Detailed samples report for all samples in Advanced Search Results							
Include Location Information							
	Include User-Defined Fields						
	Include Sample Source						
	Include Sample Groups						
Report Format:	O HTML (In New Window)						
	O CSV File (Export to Excel)						
	Ok Cancel	L					

Include Location Information: Check whether the report should show the freezing area and position in the box

Include User-Defined Fields: Check if the report should show all data fields

Include Sample Source: Check if the report should show the sample source

Include Sample Groups: Not used, so leave without check mark

Report Format HTML: The report opens as a web page. Data cannot be processed.

Report Format CSV File: The report can be saved and opened in other programs, eg. Excel.

Enter CSV as the report format and then click **OK** to generate a file. When the system has finished, click **here** in the dialog that opens (NOTE! Do not click OK then close the report!).

FreezerPro	×		
i 2742 Samples successfully pro Click <u>here</u> to download report	ocessed		
ок			

Choose to open the file directly or to save it first. You have to open it in Excel to convert it to the correct format.

Vill du öppna eller spara SamplesReport_1543503248_595.csv från fpacc.sll.se?					
	Öppna	Spara	-	Avbryt	

Once you have opened the file in Excel, all data will be in the first column (column A). Highlight this entire column by clicking on the letter A.

Spara automatiskt 💽 🔒 🕏 ד 🗟 ד 🗧 SamplesRepo							sReport_1	543503248 <u>-</u>	_595.csv - Excel
Arki	v Start	Infoga	Sidlayout	Formler	Data	Granska	Visa	Hjälp	PLATINA
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	А	в	с	D	E	F	G	н	I
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3 10	040175,11Pl	asma, ,Hui	man Sample	Types,1,0.0),admin,	2018-11-19,			
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11 10	040189,15Pl	asma, ,Hui	man Sample	Types,1,0.0),admin,	2018-11-19,			
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1/ 1/	140194 16DI	acma Huu	nan Samolo	Typos 1.0 (admin	2010 11 10			
	•	SamplesR	eport_15435	03248_595	(+)			
Klar									

Then go to the DATA tab and select the Text to Columns function. Then a new dialog opens where you select the top radio button for fixed delimiters. Then click Next.

Spara automatiskt 🔘	🔒 ५२ 🗟 २	SamplesReport_1543503248_595.csv - Excel
Arkiv Start Infoga	Sidlayout Formler Data	Granska Visa Hjälp PLATINA 🖓 Ber
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Hämta och transformera data	Frågor och anslutningar	Sortera och filtrera Datav
A1 • · · · · · · · · · · · · · · · · · ·	Guiden Omvandla text till kolumner Textguiden har fastställt att dina data ä Välj Nästa om detta är korrekt eller välj (Ursprunglig datatyp Välj den by som bäct passar filens de Guardinasade fält Curden data bredd Fälten är ju	- Steg 1 av 3 ? X är Med fast bredd. den datatyp som passar bäst. ata: , tabbar eller liknande tecken avgränsar fälten. usterade i kolumner med blanksteg mellan varje
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10 1040187,14Plasma, ,H 11 1040189,15Plasma, ,H 12 1040190,15Plasma, ,H Sample:	1 DID, Name, Description, Samp 2 3 4 5	au. le Type, Vials, Volume, Owner, Created At, A
	Avbry	t < Föregående Nästa > Slutför

Select the comma as a delimiter and click Next.

Guiden Omvandla text till kolumner - Steg 2 av 3	? ×						
Här anger du vilka avgränsare din datafil innehåller. Du kan se hur texten behandlas nedan.							
Avgränsare V Iabb Semikolon V Komma Textavgränsare:							
F <u>ö</u> rhandsgranskning							
UID Name Description Sample Type Vials Volume Dwner Created At E	×						
Avbryt < <u>F</u> öregående <u>N</u> ästa > <u>S</u> lutför							

Specify that the data format should be text. Then click Finish.



Remember that Excel divides data at each comma. This means that if you have entered a comment with a comma, the comment will be divided every time there is a comma, which means that the cell content will be shifted.