

Importing data files from the OAKTON® Datalog Assist software program to Excel® spreadsheets

Tech Tip #16 ©1997

Remember - in order to import a file into Excel, the file name MUST end with .CSV or .TXT. Without these suffixes known as extensions, Excel cannot bring the data into a spreadsheet.

Once the data file has been accumulated (as seen on the computer screen), you must perform several easy steps to import the data to an Excel spreadsheet for further manipulation and graphing.

1. Save the data file according to the OAKTON Datalog Assist Software Instructions by pressing the ESC function. This automatically saves the file under the name you assigned it during the Setup of the data acquisition session. Your file name should have the .CSV or .TXT suffix.
2. Return to Windows.
3. Open the Excel program.
4. Select File Open.
5. Select the drive where you stored the data file. i.e. the C drive if it was on the hard drive or the A drive if you stored it on the disk.
6. Select the file, type as .TXT or .CSV corresponding to the file you wish to import.
7. Select from the files listed the name of the file in which you saved your data and then click okay.
8. The data should appear in the Excel Spreadsheet in Column A.
9. From the data menu, select the PARSE function to redistribute the contents of one column into several columns for use in calculations and graphing. Refer to the attached pictures for parsing setup. Enter square brackets ([and]) as desired to divide data into spreadsheet columns. The data between each open and closed square bracket will go into a separate column i.e. [pH] the 'pH' will appear in a column of its own.
10. When you have finished your data manipulations and save the spreadsheet file, be sure to select the FILE TYPE (this saves the file with a .XLS extension) as a Normal file. If you do not, the file gets saved as a .CSV or .TXT and will need to be re-imported and parsed again before further work.