



SHORT USER GUIDE

XML REPORTS IN EXCEL

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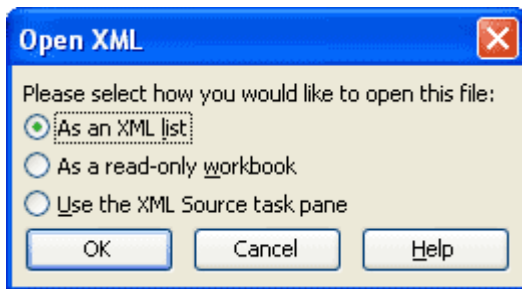


1 USAGE OF XML REPORTS IN EXCEL

XML reports can directly opened in EXCEL or can be imported into a template.

1.1 Import as XML list

While opening the XML report in EXCEL the following menu will pop up, continue with „OK“.



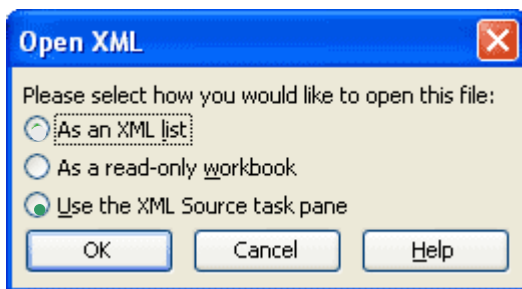
The alert box after the import can be ignored.

1.2 Create a template

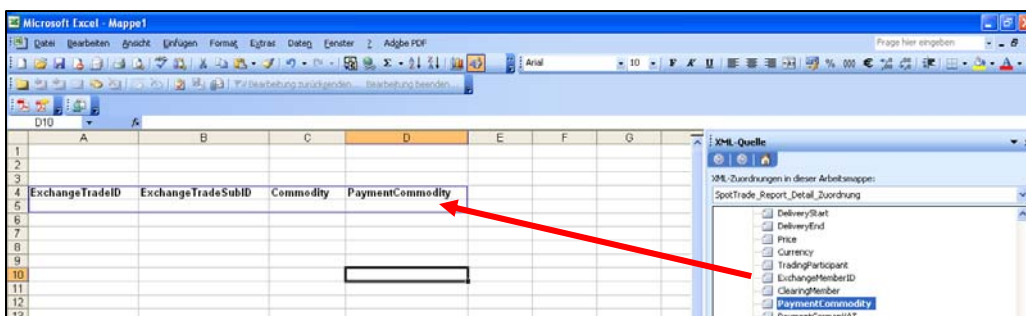
The import into an EXCEL template is the most flexible and powerful option for working with XML reports. Within a template a document could be created according own demands, cells could formatted and formulas could be added.

How to create a template:

(1) Open the XML-Report with „Use the XML Source task pane“



(2) Drag the required elements of the XML report from the XML Source task pane into your worksheet



(3) Format the cells and add a sum or other formulas as you like


(4) Save the worksheet as an EXCEL template

Sample templates for EXCEL 2003 „Template_EXCEL_2003“ or EXCEL 2007 „Template_EXCEL_2007“ are available at the download area of the ECC homepage.

1.3 Import into prepared templates

Notice for EXCEL 2007:

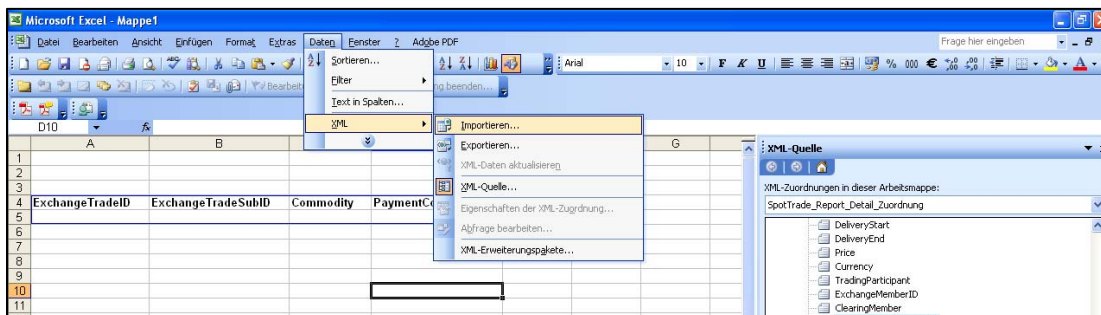
If the **Developer** tab is not available, do the following to display it:

- Click the **Microsoft Office Button**  and then click **Excel Options**
- In the **Popular** category, under **Top options for working with Excel**, select the **Show Developer tab in the Ribbon** check box, and then click **OK**

(1) Open the template created before

(2) Import the XML report into EXCEL 2003 as follows:

- Data → XML → Import
- Select the XML report
- Open



In EXCEL 2007 you have to act as follows:

- Developers Tab (XML group) → Import
- Select the XML report
- Open

