



Analytics Canvas Tutorial:

How to export data into an Excel workbook



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Overview

Welcome to Analytics Canvas's tutorial. This is one of a number of detailed tutorials in which we explain how each feature within Analytics Canvas works, with additional context to help you understand it better, and to use it to best suit your own needs.

Excel File Export

The Excel Workbook Export Block allows you to export data into specific ranges within new or existing worksheets in an Excel workbook.

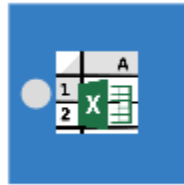


Figure 1 Excel Workbook Export Block

To generate an Excel file:

Step 1. Drag and drop the Excel Workbook Export Block from the Block Library, or right-click on the Main Canvas and select “Add Export Block” and then “Excel Workbook Export”.

Step 2. Connect the Excel Workbook Export Block to a block that contains the data that you would like to export.

Step 3. Click on the Excel Workbook Export Block to access its settings.

The screenshot shows the settings for the 'Excel Workbook export 2' block. The interface includes a 'Block Name' field with the value 'Excel Workbook export 2'. Below this is a dropdown menu for 'Excel Workbook' with an 'Edit' button and a 'New Workbook' button. The 'Location to insert data set in Workbook' section contains a 'Sheet:' dropdown set to 'Sheet1 !' and a cell selection dropdown set to 'A1', with a 'Pick' button. There are two checkboxes: 'Hide this sheet after generation' (unchecked) and 'Include column names in first row' (checked). An 'Edit data filter' button is present. At the bottom right, there is an 'Open last generated workbook' button.

Figure 2 Excel Workbook Export Settings



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Step 4. Press on the “New Workbook” button. Select the “Start with an empty Excel workbook” option and provide the destination folder and name of the file that will be generated. Click “OK” to confirm.

Optional: You can also select the Excel version, specify the backup options, include date and time in the file name, or add a custom time stamp here.

Step 5. By default, *Analytics Canvas* will write the data to Sheet 1, starting with cell A1. You can change this by pressing the “Pick” button and selecting where you would like to place the data.

Step 6. Press the “Run with Outputs” button to write data to the Excel file.

Analytics Canvas will generate the Excel workbook.

Conclusion

Thank you for reading this tutorial. We invite you to continue with the tutorial training to learn more about using *Analytics Canvas*.