



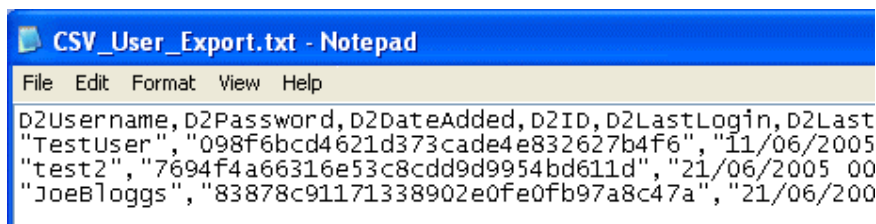
## Importing your database CSV exports into spreadsheet applications.

D2 Sitelock v.3 (all versions) allows you to export data from your database to a comma separated text file. The exported data can be imported into other applications for example spreadsheets, mail applications etc.



The following example shows how to import your user account data into Microsoft Excel 2000:

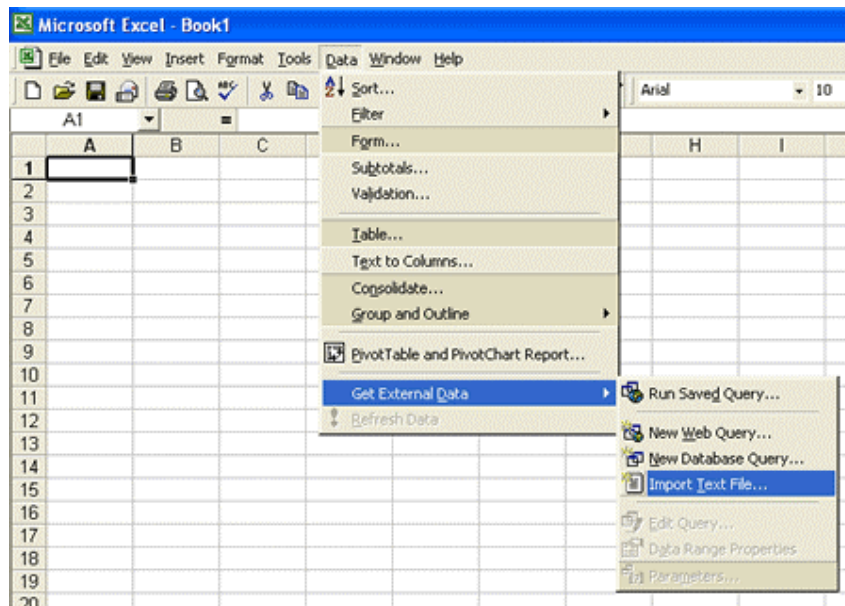
1. **Run an export of your user data** by choosing User Functions→Export User Data to CSV from the D2 Sitelock administrative interface. Select which types of user data you want to be included in the file and then click the 'Generate CSV File' button.
2. When prompted, save the generated file to your local machine.
3. Open the file using a text editor such as notepad to check that the required user data has been generated.



#### 4. Open Microsoft Excel

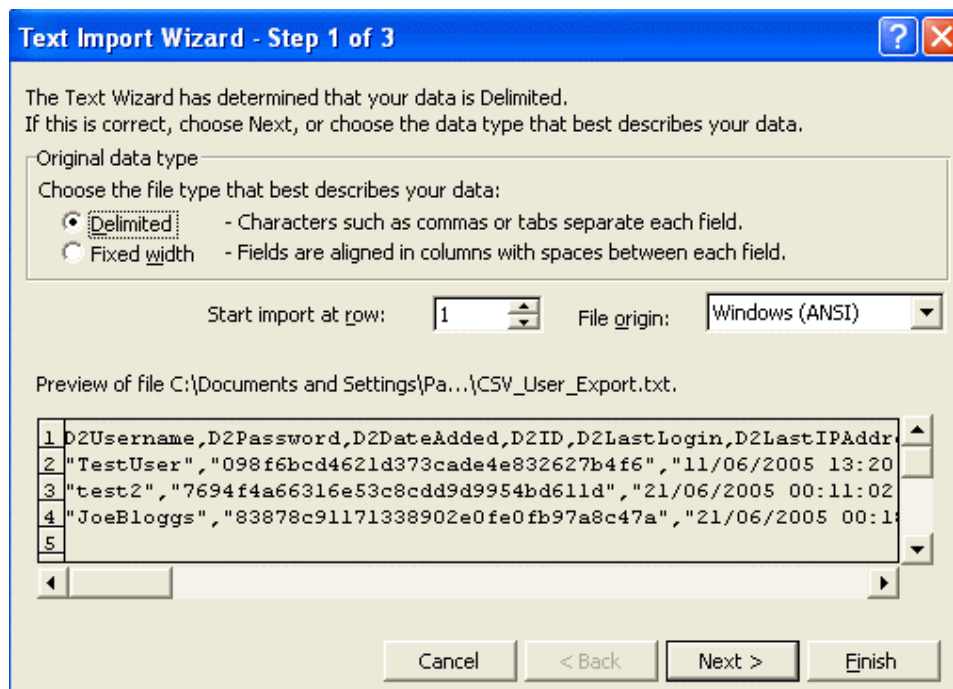
Choose Data→Get External Data→Import Text File

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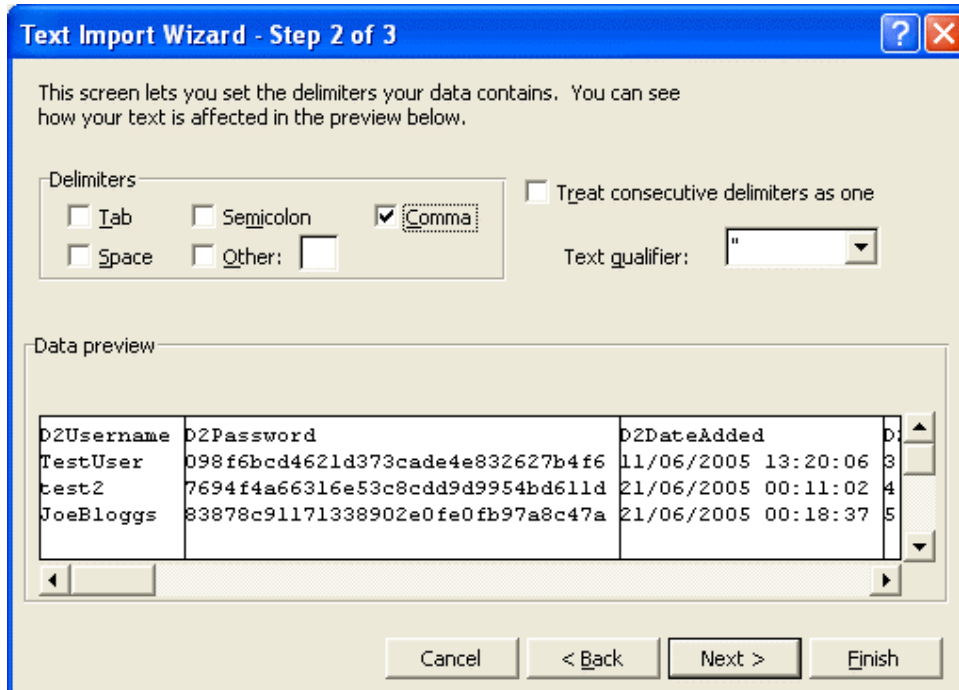
Select the text file you created earlier and the import wizard launches:

Select Delimited in step 1.

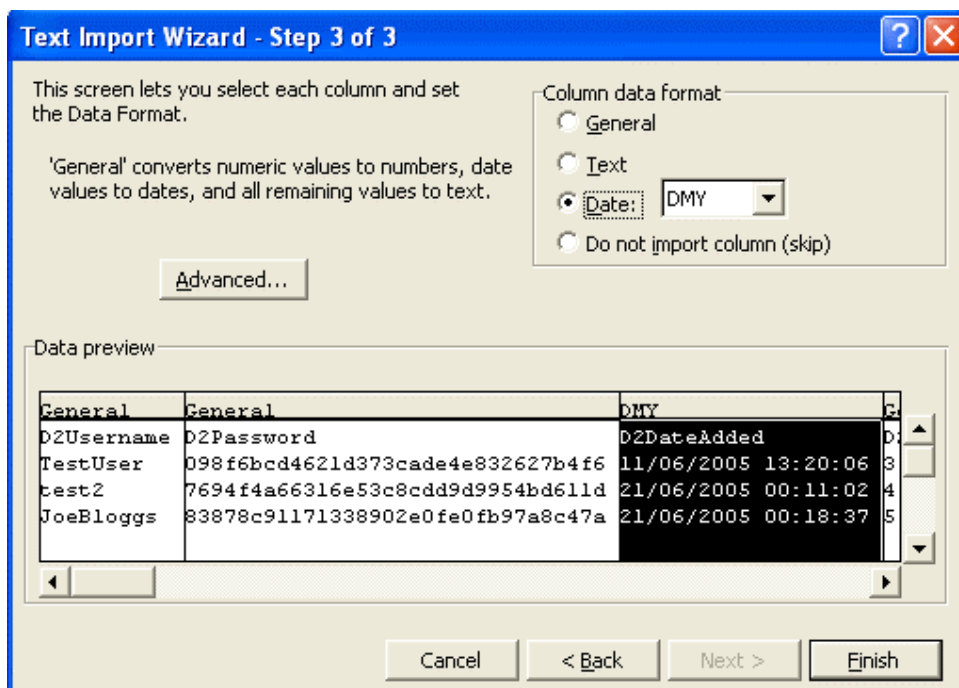




In Step 2, make sure that 'Comma' is the selected Delimiter type.



If you have exported any Date columns make sure that the data format is set to 'Date' by highlighting the required column and selecting the date option. Other columns just leave as 'General'.





Click finish and the data should be imported into your spreadsheet.

	A	B	C	D	E	F	G	H	I	
1	D2Username	D2Password	D2DateAdded	D2ID	D2LastLogin	D2LastIPAddress	D2Logons	D2AccountLocked	D2DateExpires	D2Email
2	TestUser	098f6bcd4621d373cade4e832627b4f6	11/06/2005 13:20	3		127.0.0.1	0	0	10/08/2005 10:16	test@te
3	test2	7694f4a66316e53c8cdd9d9954bd611d	21/06/2005 00:11	4		127.0.0.1	0	0	20/08/2005 10:16	x@y.co
4	JoeBloggs	83878c911171338902e0fe0fb97a8c47a	21/06/2005 00:18	5		127.0.0.1	0	0	20/08/2005 10:15	a@b.co
5										

End.