

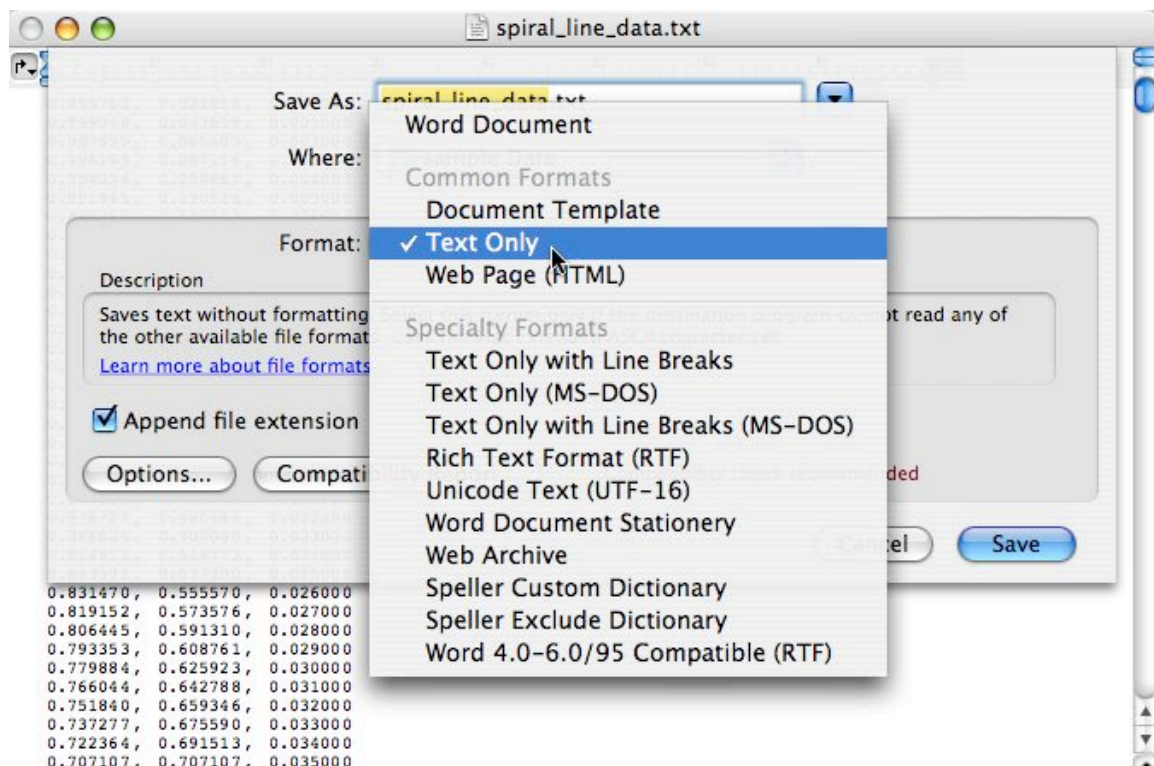
## How To Import Data From MS Word, MS Excel, or TextEdit Into the 3D Data Visualizer

MS Word and MS Excel by default save data in their own formats. The default format for TextEdit to save data is RTF (Rich Text Format). The 3D Data Visualizer reads data files in ASCII text formats.

Fortunately, most programs (including MS Word, MS Excel, and TextEdit) allow saving data in ASCII format.

To export data from MS Word files to ASCII data files, perform the following actions:

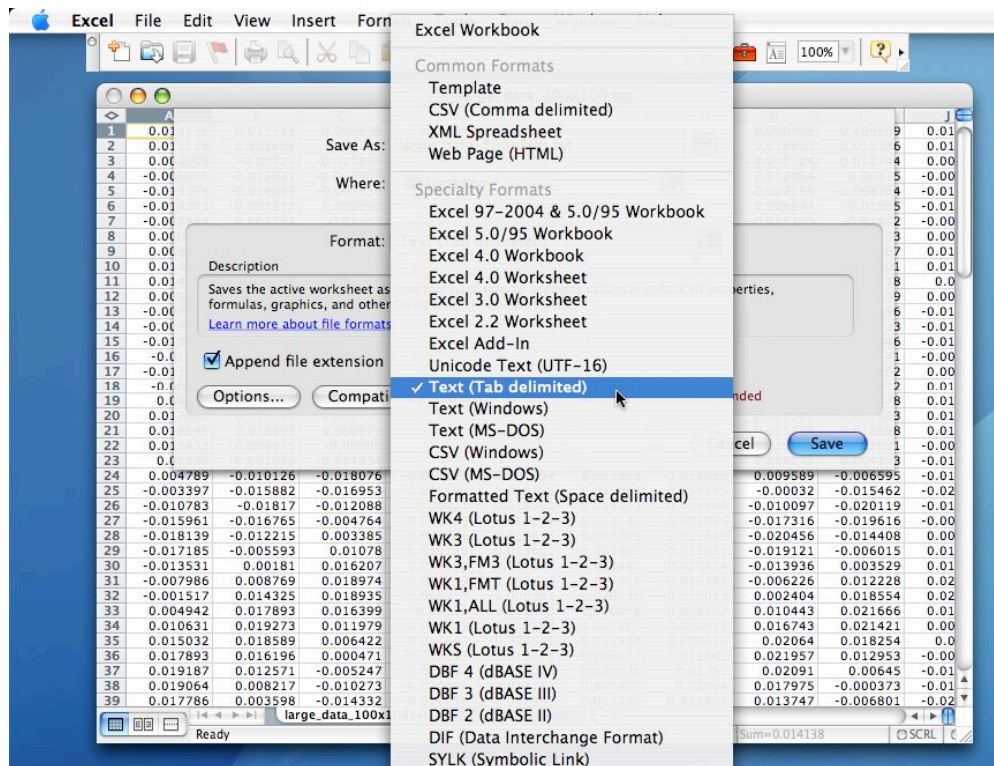
- 1 – Within the Finder, copy the data file in Word Format. (This is a precaution, which ensures that the original data file is always unaffected).
- 2 – Open the copy of the data file in MS Word
- 3 – From the menu, choose File -> Save As ...
- 4 – From the Format menu, choose Text Only. Text Only is available under the Common Formats section of the pop-up menu.



- 5 – Enter your new filename and save the copy of the document.
- 6 – From within 3D Data Visualizer, click the Import ASCII Data From File button, and select the Text Only file from step 5.

To export data from MS Excel files to ASCII data files, perform the following actions:

- 1 – Within the Finder, copy the data file in Excel Format. (This is a precaution, which ensures that the original data file is always unaffected).
- 2 – Open the copy of the data file in MS Excel
- 3 – From the menu, choose File -> Save As ...
- 4 – From the Format menu, choose Text (Tab delimited).



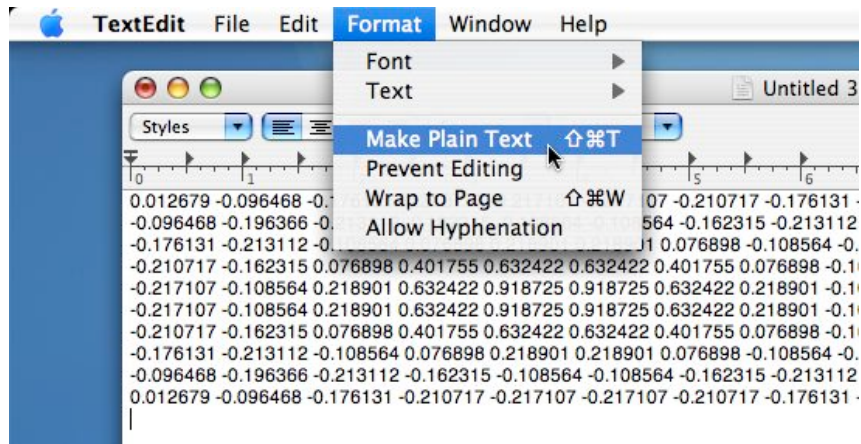
MS Excel will present a warning that your document may contain features that are not compatible with Text (tab delimited). Since, we are making a copy of the document and the original is unaffected, Click Yes.

- 5 – Choose a Filename for the new file.
- 6 – From within 3D Data Visualizer, click the Import ASCII Data From File button, and select the Text (Tab delimited) file from step 5.

The default format for TextEdit to save data is RTF (Rich Text Format). TextEdit provides support for ASCII data files.

To export data from RTF to ASCII data files, perform the following actions:

- 1 – Within the Finder, copy the data file in RTF Format. (This is a precaution, which ensures that the original data file is always unaffected).
- 2 – Open the copy of the data file in TextEdit
- 3 – From the menu, choose Format -> Make Plain Text



- 4 – save the plain text file
- 5 – From within 3D Data Visualizer, click the Import ASCII Data From File button, and select the plain text file from step 4.