

TIP: Exporting to Excel [Spreadsheet Selection Behaviors in Version 6.17]

Module: All modules.

This tip sheet describes the change made in SAP version 6.17 when exporting to Excel affecting the menu descriptors and different icons.

The screenshot shows the SAP Document List interface. The toolbar at the top contains various icons, with the 'Local File' icon (a document with a blue arrow) highlighted by a red box. A red arrow points from this icon to the text on the right. The table below shows a list of documents with columns for CoCd, DocumentNo, Year, Type, Doc. Date, Posting Date, User name, Parked by, Document Header Text, and Reve.

CoCd	DocumentNo	Year	Type	Doc. Date	Posting Date	User name	Parked by	Document Header Text	Reve
COP1	1900138782	2016	KR	06/18/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
	1900138783	2016	KR	06/18/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
	1900138784	2016	KR	06/19/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
	1900138785	2016	KR	10/24/2014	07/01/2015	SBARON			2
	1900138786	2016	KR	06/19/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
	1900138787	2016	KR	06/29/2015	07/01/2015	BAYLEY_R	JWEBER		
	1900138788	2016	KR	06/26/2015	07/01/2015	PSTEWART	DREYES	HC	
	1900138789	2016	KR	06/25/2015	07/01/2015	PSTEWART	DREYES	HC	
	1900138790	2016	KR	04/10/2015	07/01/2015	MBENJUMBO	BOMBER		
	1900138791	2016	KR	07/01/2015	07/01/2015	C3MARYGAY	JEKELLY		1
	1900138792	2016	KR	07/01/2015	07/01/2015	DUANEC	ELDORAT	es	
	1900138793	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138794	2016	KR	06/30/2015	07/01/2015	RMLEANNA	EKEY		
	1900138795	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138796	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	HC	
	1900138797	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138798	2016	KR	04/09/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138799	2016	KR	07/01/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138800	2016	KR	03/31/2015	07/01/2015	PBMARIAP	PBTESS		
	1900138801	2016	KR	04/18/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138802	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138803	2016	KR	06/16/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-MAINT.BLDG	
	1900138804	2016	KR	06/11/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138805	2016	KR	06/30/2015	07/01/2015	DFIELITZ	TWHITCOMB		

SAP has been updated to version 6.17. This update has changed certain system behaviors. Exporting to Excel is one of those changed behaviors.

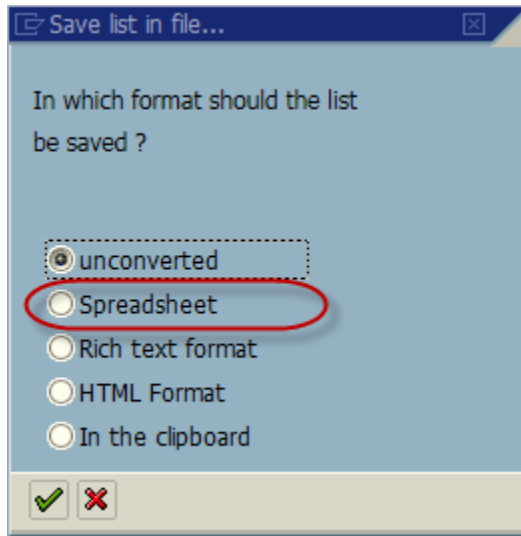
01

When right-clicking in a transaction or – more commonly – using the “Local File” button a context menu will appear.

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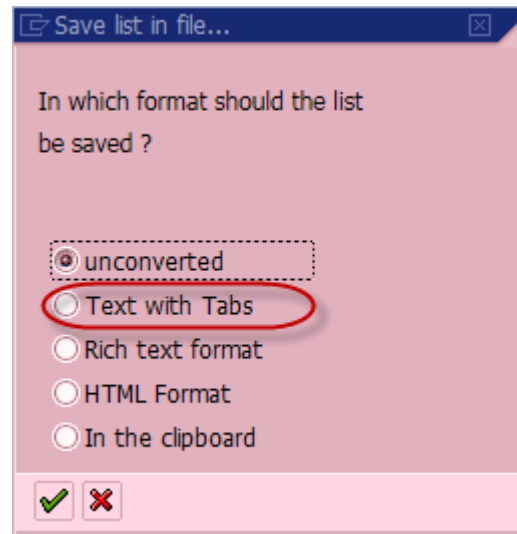
Module: All modules.

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A. Old selector text.

B. New selector text.



02

- A. In the former method, "Spreadsheet" was the descriptor and would export in an Excel-readable format.
- B. As of the upgrade to 6.17, the same functionality exists but the text now reads "Text with Tabs."

This change was made by SAP because the true file format is not "Spreadsheet" or even Excel, but a format which is easily read and converted into various spreadsheet files. "Text with Tabs" will provide the same output.

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The screenshot shows the SAP Document List interface. The toolbar contains two Excel export icons. The first icon, labeled 'Microsoft Excel View', has an 'x' in the bottom-left corner. The second icon, labeled 'Spreadsheet', has an 'x' in the top-left corner. A red arrow points from the 'Microsoft Excel View' icon to the 'Spreadsheet' icon.

CoCd	DocumentNo	Year	Type	Doc. Date	Posting Date	User name	Parked by	Document Header Text	Reve
COP1	1900138782	2016	KR	06/18/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
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	1900138784	2016	KR	06/19/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
	1900138785	2016	KR	10/24/2014	07/01/2015	SBARON			2
	1900138786	2016	KR	06/19/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-STREETCAR	
	1900138787	2016	KR	06/29/2015	07/01/2015	BAYLEY_R	JWEBER		
	1900138788	2016	KR	06/26/2015	07/01/2015	PSTEWART	DREYES	HC	
	1900138789	2016	KR	06/25/2015	07/01/2015	PSTEWART	DREYES	HC	
	1900138790	2016	KR	04/10/2015	07/01/2015	MBENJUMBO	BOMBER		
	1900138791	2016	KR	07/01/2015	07/01/2015	C3MARYGAY	JEKELLY		1
	1900138792	2016	KR	07/01/2015	07/01/2015	DUANEC	ELDORAT	es	
	1900138793	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138794	2016	KR	06/30/2015	07/01/2015	RMLEANNA	EKEY		
	1900138795	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138796	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	HC	
	1900138797	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138798	2016	KR	04/09/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138799	2016	KR	07/01/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138800	2016	KR	03/31/2015	07/01/2015	PBMARIAP	PBTESST		
	1900138801	2016	KR	04/18/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138802	2016	KR	06/10/2015	07/01/2015	PSTEWART	DREYES	OE00	
	1900138803	2016	KR	06/16/2015	07/01/2015	BAYLEY_R	JWEBER	PBOT-MAINT.BLDG	
	1900138804	2016	KR	06/11/2015	07/01/2015	DFIELITZ	TWHITCOMB		
	1900138805	2016	KR	06/30/2015	07/01/2015	DFIELITZ	TWHITCOMB		

03: Excel Icons

Another way to export to Excel is to use the "Spreadsheet" button. This functions as it always has by exporting the file in Excel format .



In SAP 6.17, there is now a new function for an old icon which looks similar but does something new:



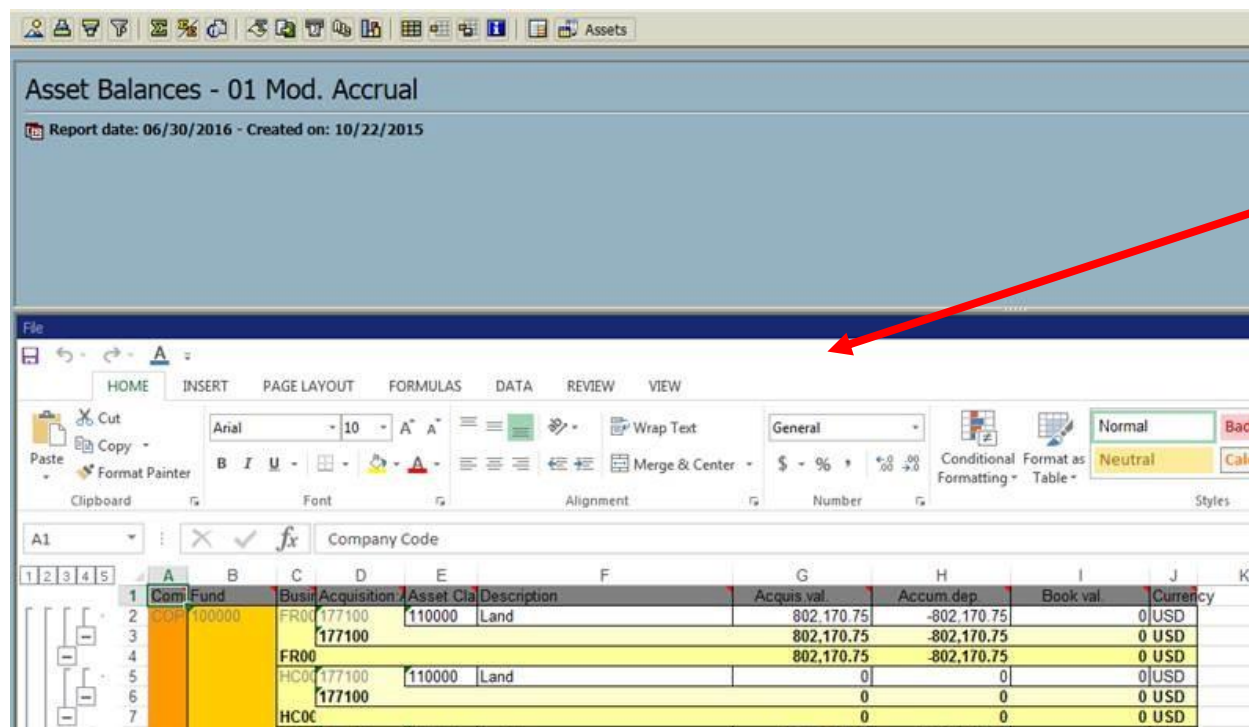
The button, titled "Microsoft Excel View" toggle would export to Excel just as the other button above. Now, however, it will always open the file in Excel format within the content window in SAP.

Notice how similar they are? The difference is that the "x" is in the lower left on the "Spreadsheet" button and it is higher up on the "Microsoft Excel View" button.

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03

The “Spreadsheet” button exports the data in an Excel file out of SAP. The “Microsoft Excel View” button will open the spreadsheet within SAP.

(You cannot save, export, or do anything other than view in this mode.)

END

Note: Once you have opened the data in Excel inside of SAP, the easiest way to exit the Excel view is to exit the transaction entirely.