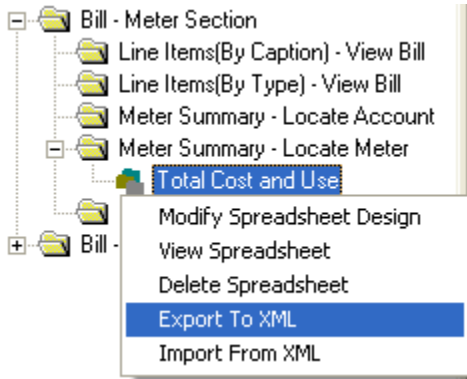


Exporting and Importing a Custom Spreadsheet

EnergyCAP provides functionality to export and import Custom Spreadsheets. This allows you to move your spreadsheet designs to other EnergyCAP databases.

To export a spreadsheet design:

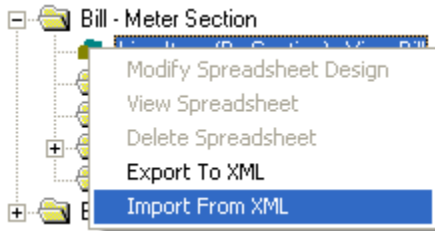
1. Right click on a spreadsheet node in the **Custom Spreadsheets** tree.
2. Choose **Export to XML**.



Or click **Export** from the **File** menu. The **Open** window will appear. Browse to the desired location and enter the File name for the exported spreadsheet. Then click the **Save** button. The file will be exported to the location you specified.

To import a spreadsheet design:

1. Right-click on a spreadsheet node in the Custom Spreadsheets tree.
2. Choose Import from XML. Or click Import from the File menu. The **Open** window will appear.



1. Browse to the desired location and select the .xml file you wish to import. Then click the **Open** button.

This will import the spreadsheet design, including filters and output columns, to the new database.