ATLANTIC REGION MAGNETIC RESONANCE CENTRE

How to insert ascii files into Excel program:

Ulrike Werner-Zwanziger   **11/9/06**

Sometimes we will give you peak information or intensity information in the form of an ascii file. You can import this information into various programs to analyze it or create graphs. One example program is Microsoft Excel. Here I explain, how to insert ascii files into Excel:

1. Open the Microsoft Excel program from your "start" button or from an existing excel file.

2. Click File → open (or Ctrl O)

3. You will find files and directories from where you last opened files. Navigate to the directory, where your ascii file is located either by double clicking on directories in the window or by using the "up-arrow – directory" button in the tool bar.

4. Possibly the file you are trying to insert is not displayed. Under "File name" at the bottom type *.* and Enter. Now you should see your file. Click on it and press "open". You will enter the "Text Import Wizzard". Select "Delimited" and "Next". Under the Delimiters choose: "Tab", "Space", and "Comma". Under "Other:" type "/" . Now click "finish".

5. Please realize that column titles may not be aligned with the actual numbers. You can correct for that by just moving all entries of that line to the correct position. Further please notice, that numbers with units are used as text entries. You will have to change the units to the correct decimals, i.e.,
      5m → 5E-3
      5u → 5E-6
   Now they will be treated as numbers.

6. You can now use the graphing tool to create plots and perform analysis.

7. When you save your file, you will have to remember to "Save as type" "Microsoft Excel Workbook". Otherwise you will loose a lot of your entries.