

Title: Exporting Traffic Facts Reports to Excel

Subtitle: Traffic Facts

Author: Jane83

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Summary: You can export any report to Microsoft Excel. Use this feature to create spreadsheets and comprising a single or multiple reports, tailored to your specific needs. Only the data column is exported to Excel, not the graph display.

To Export Reports to Excel From the **Export** menu, select **Excel Reports**. From the **Display** drop-down list, select the number of rows displayed on each report page. From the **View** drop-down list, select a Daily, Hourly, or Monthly view. Select the checkboxes next to the report names you want exported to Excel. Click **Generate Report**.