

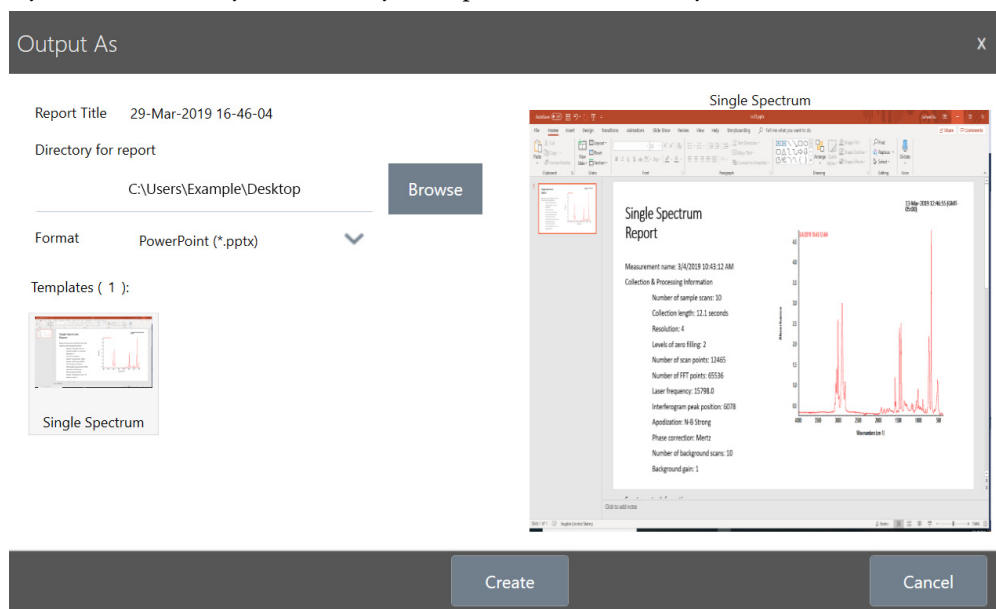
Create Reports and Export Data

Generate reports from templates to quickly save or share your data as Microsoft™ Word™, PowerPoint™, or Excel™ files, or export your spectra, workflows, or settings.

❖ To create a report

1. From the spectral view, open the menu and select **Create Report**.
2. In the Output As dialog box, enter a title for your report, select a directory to save the report to, choose a format, and finally select a template. The preview updates to match your format and template selection.

If you select Save as your format, your report data is saved to your database.



3. Touch **Create**.

Export Settings, Spectra, or Workflows

Use OMNIC Paradigm software for desktop to export settings and workflows. Export spectra in either desktop or touchscreen mode.

❖ To export settings

1. Select the settings you wish to export from the Settings list.

2. Select **Acquire Data > Export Settings**.

3. Name the settings file and click **Save**.

Settings are saved with a .expx file extension. These settings files store your measurement settings but not Search, QCheck, or Quantification settings. Settings files with a .expx file extension are not compatible with previous versions of OMNIC software.

❖ **To export workflows**

1. In the Workflows pane, right-click the workflow you wish to export and select **Export** from the menu.

2. Name your workflow file and click **Save**.

Workflow files are saved with a .rwfl file extension.

❖ **To export a spectrum**

1. From the home screen, select the **Measurements** tab.

2. Open the more options menu [] and select **Export**.

3. Touch **Save**. Spectra are saved with a .spa file extension.

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