

Saving to Excel (TS PLUS) RAILTRAC[®] Revision Number 1 2/21/2017

Data from RAILTRAC can be exported to Excel for sorting and analysis.

For the purposes of this exercise, data from the Main tab of RAILTRAC will be used.

Once logged into RAILTRAC, click on the Main tab. Next, select the Current icon, then Loaded to Consignee.



A Get Data For Loaded to Consignee box will open. Click All for the purposes of this exercise.

SYSTEM DEFAULT					▼ Set as Default Save Setup Delete Setup		
Column		Wh	ere		Value		
Car Init	-	=	-				
Car No.	-	=	-				
Location City	-	=	•				
Location State	-	=					
Destination City	-	=	-				
Destination State	-	=	-				
Road	-	=	-				
Consignee Name	-	-	-	0			
Add Delete							

To export a data set to Excel from RAILTRAC, click on the Save records as... icon on the Tool Bar.

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Find your User ID in the drop down Save As menu, and choose the Save As Type Excel with Headers.

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Choose a location from your computer to save the file, name the file, and select Save.

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