

Second Opinion

Telemedicine Solutions, Inc.

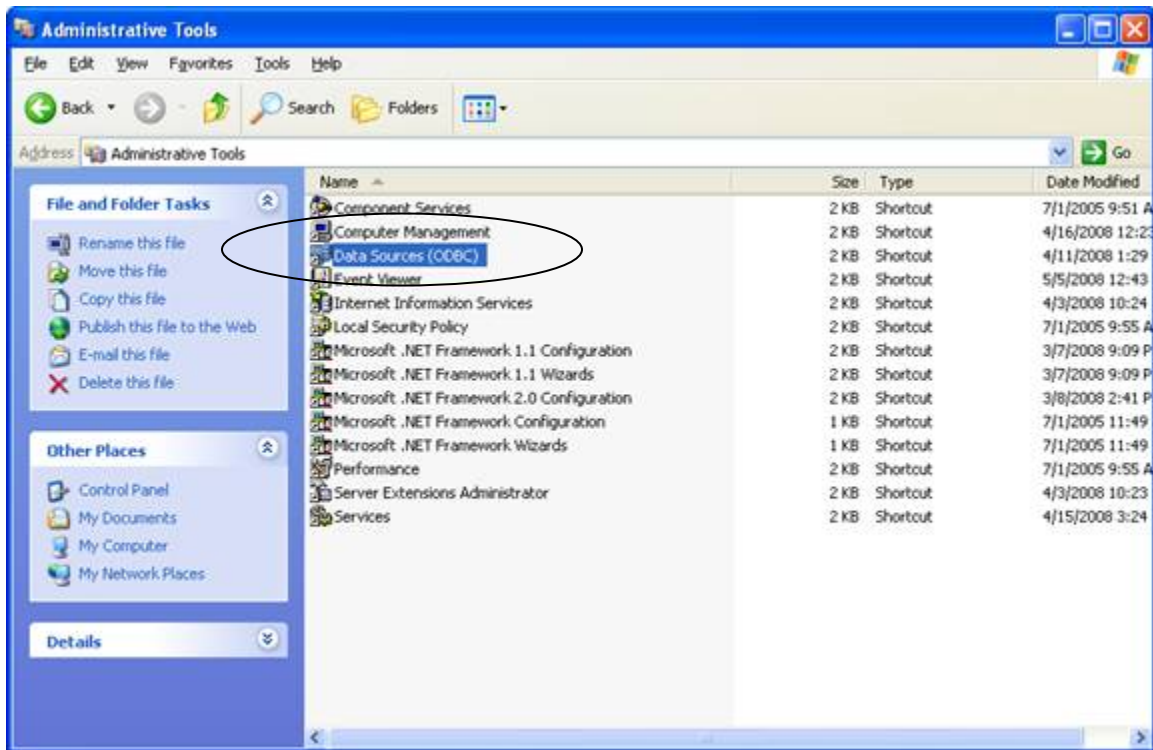
Importing Second Opinion Professional Data into an Excel Spreadsheet

The process of importing Second Opinion data directly into Excel without a third party tool is a straight forward process. The screen shots below show the step by step process.

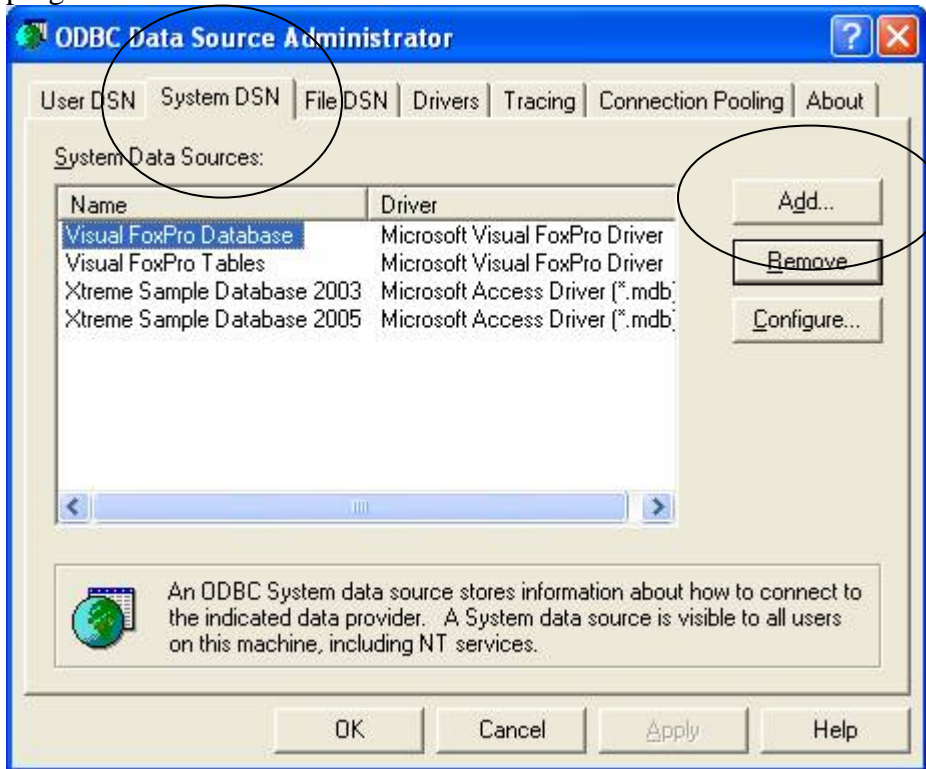
Before you begin, you must identify the databases you want to import. If you are not sure which database(s) to use, please call our offices and we will help you identify the database(s) with the desired data. I would also strongly recommend that you copy out the desired database(s) to another / temporary location before you begin the import process so you do not interfere with any other user that could be potentially using the software.

Summary of the Import Process

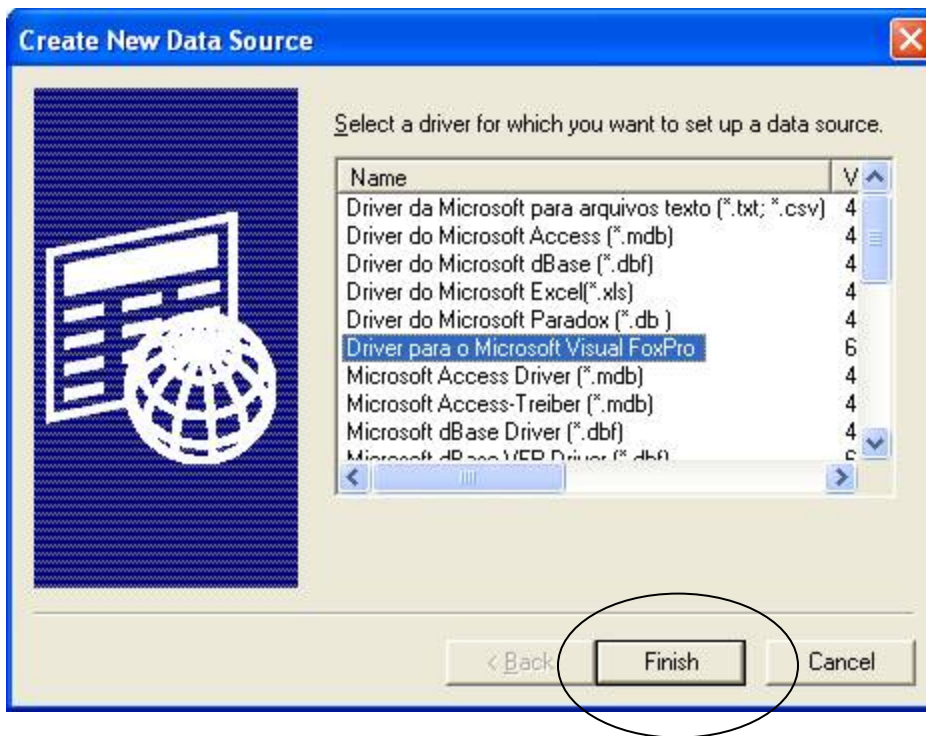
Excel cannot directly open a Second Opinion database table. For this reason you must define an Open Database Connector (ODBC) link to our database. The steps below walk you through the process of establishing an ODBC link to our databases and then illustrates how to use that link in Excel to import the data. The default database file format that Second Opinion Professional uses is DBF, dBase, Visual FoxPro..



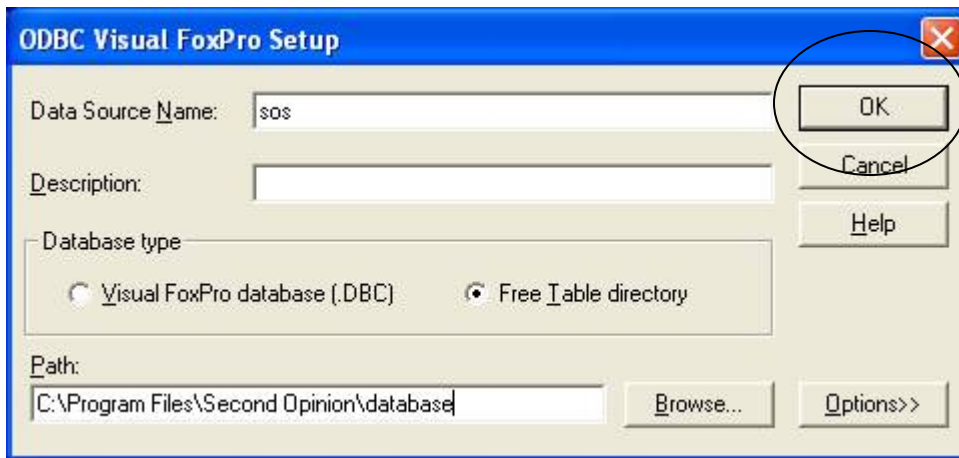
In the Control Panel / Administrative tools section, run the Data Sources (ODBC) program.



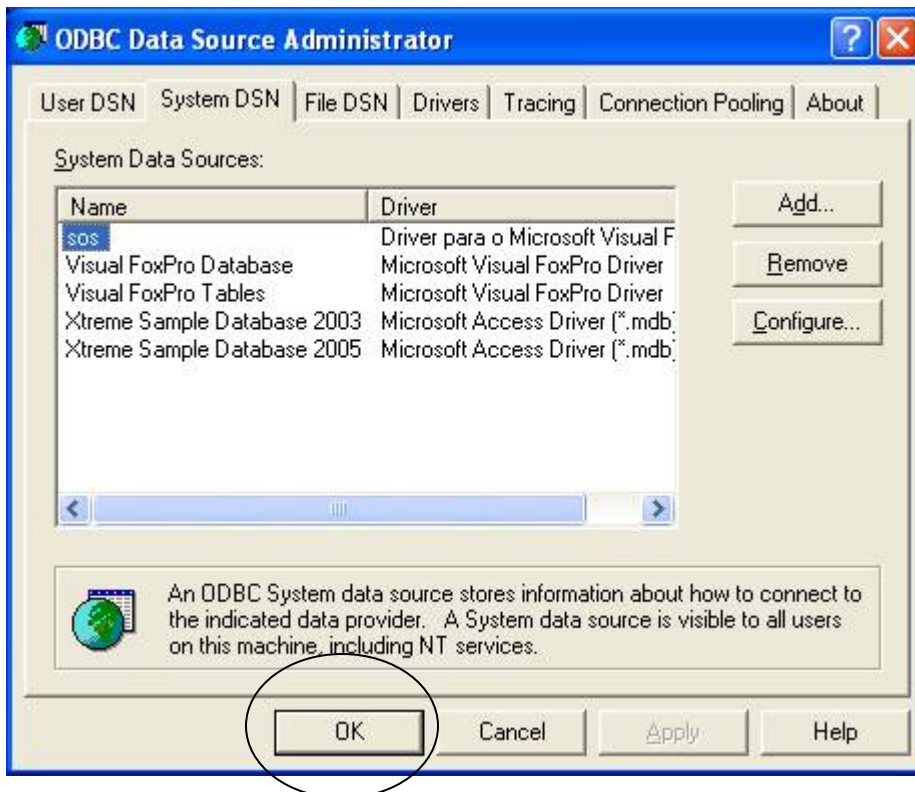
Next click the **System DSN** tab and Click the **Add** button.



Next, choose any Visual FoxPro driver and click **Finish**.

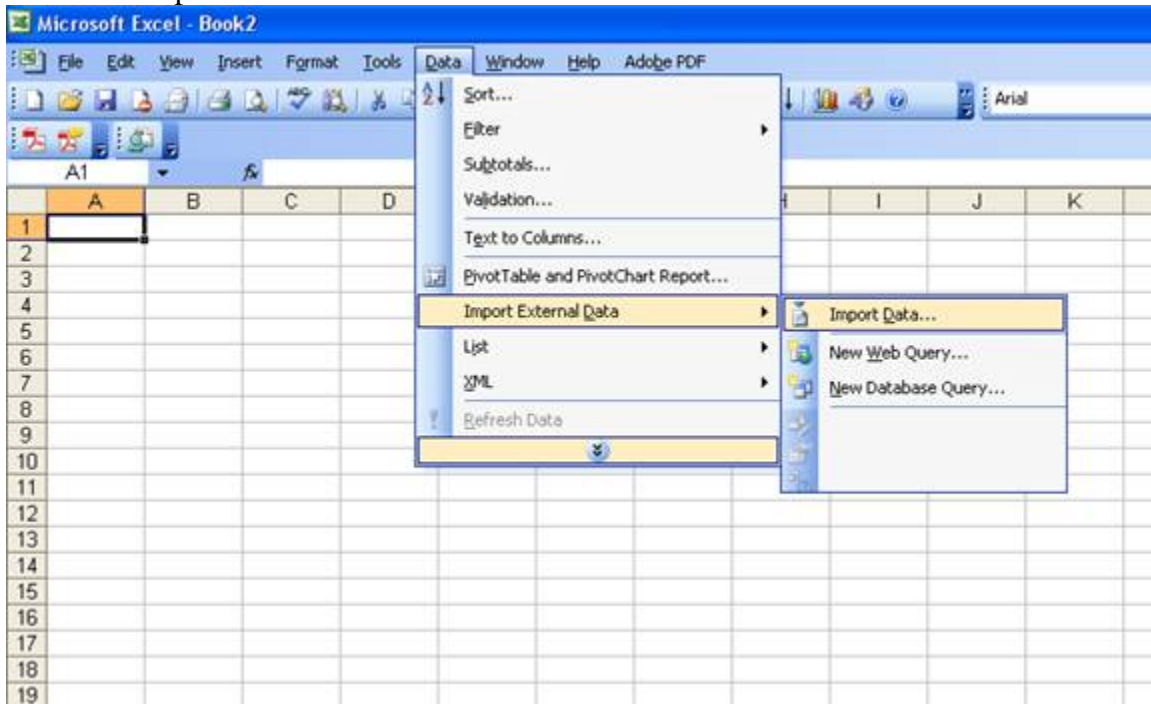


Now, give the Data Source a name. You can use any name that will help you remember what the link is used for. Click **Ok** to save the name.

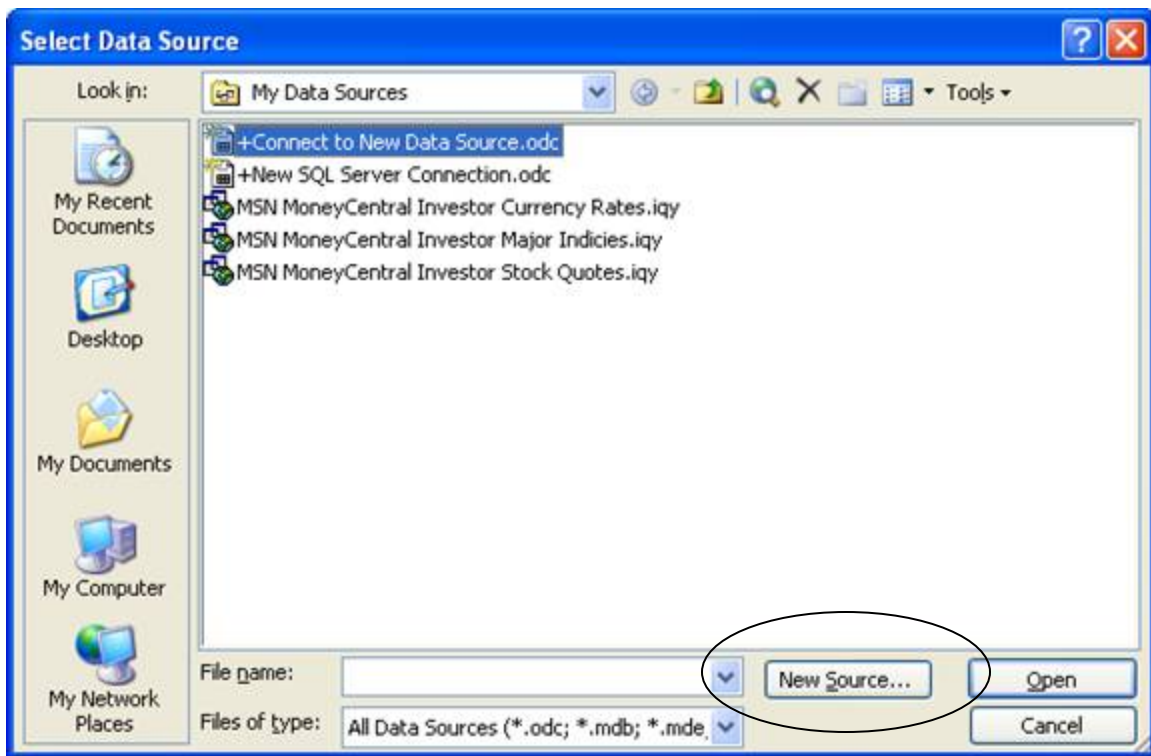


Click **OK** to exit the ODBC Data Source Administrator program.

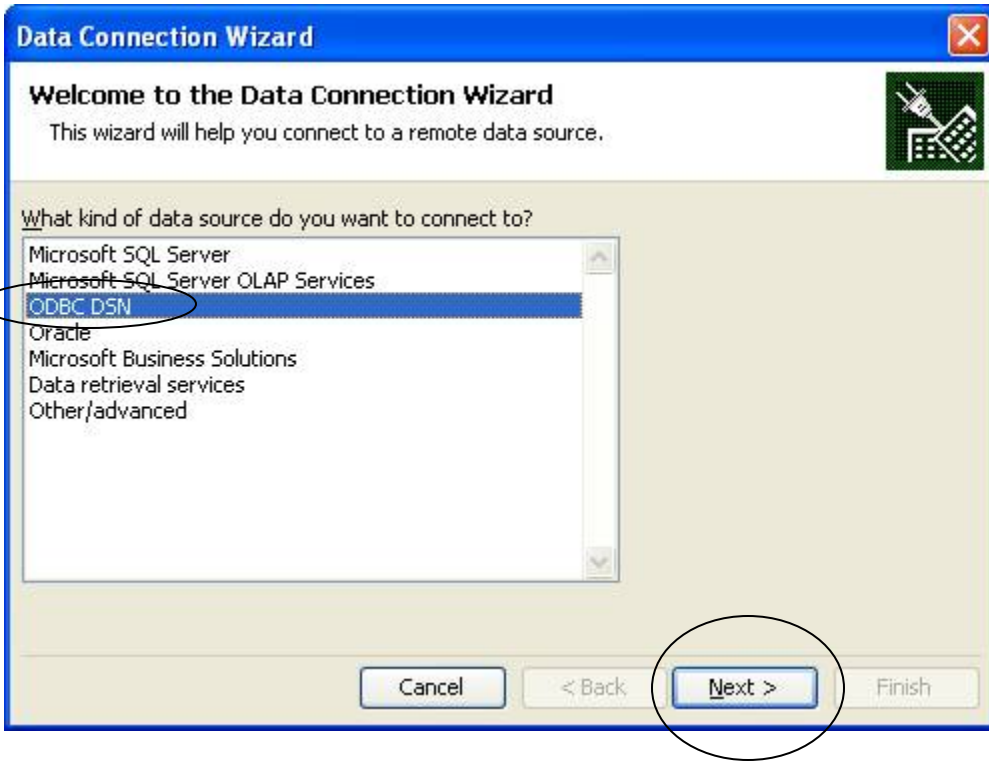
Now launch Excel and go through the steps to attach to the newly created ODBC link to Excel and import the data.



Click on the **Data** menu, **Import External Data**, then **Import Data**.



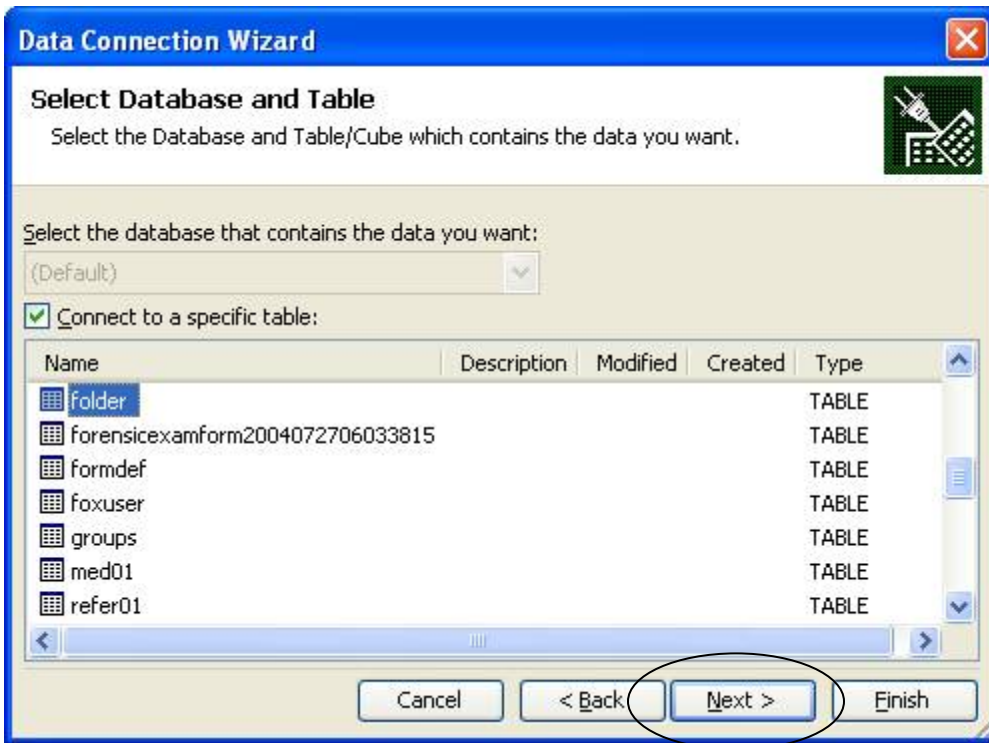
Next Click on **New Source**, this opens up the **Data Connection Wizard**



Choose the ODBC DSN data source, Click **Next**



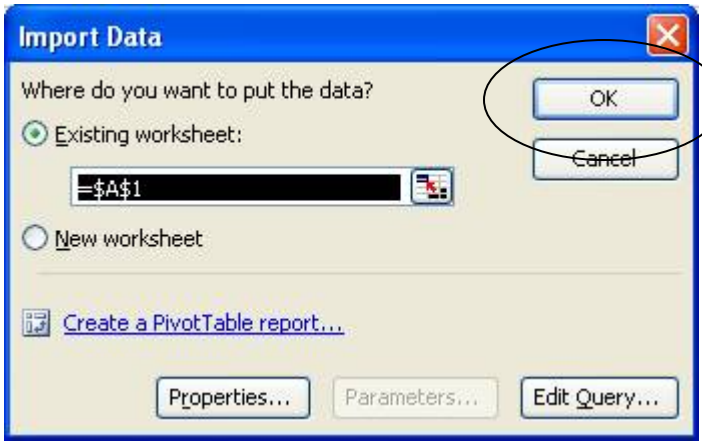
Choose the Data Source File you created, Click **Next**



Choose the table that contains your data, Click **Next**



Save it with a name that defines the contents, Click **Finish**



Choose where you want to import your data to and click OK.

