

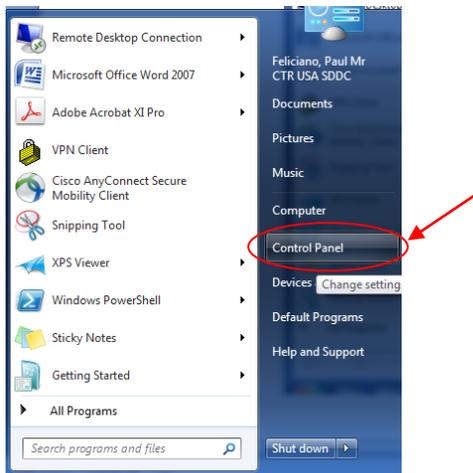
# TFMS Default Export Program

(Last Updated: 01-OCT-2014 by TFMS Support)

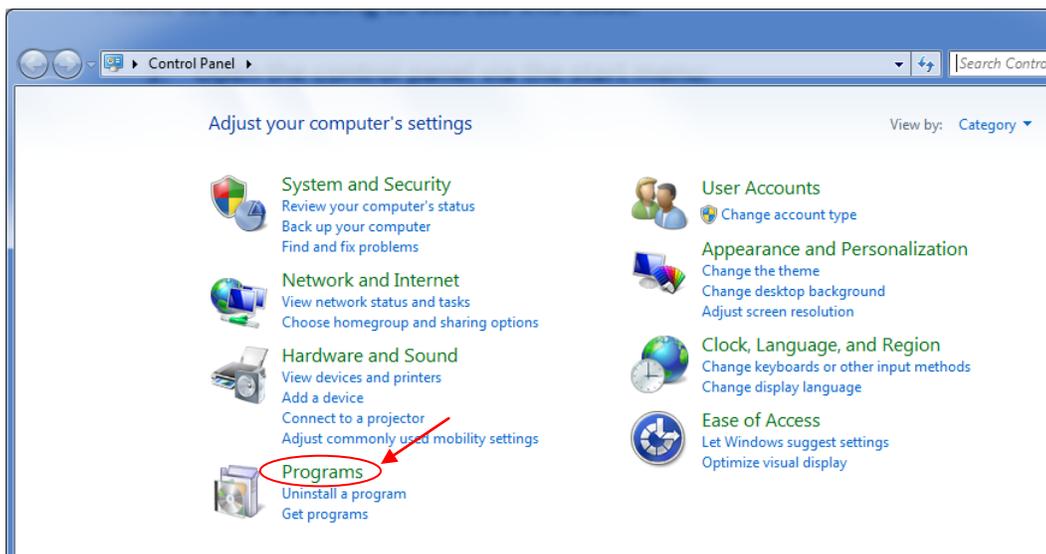
The following instructions will address an issue where TFMS will not export to Microsoft Excel.

Please do the following to address this issue:

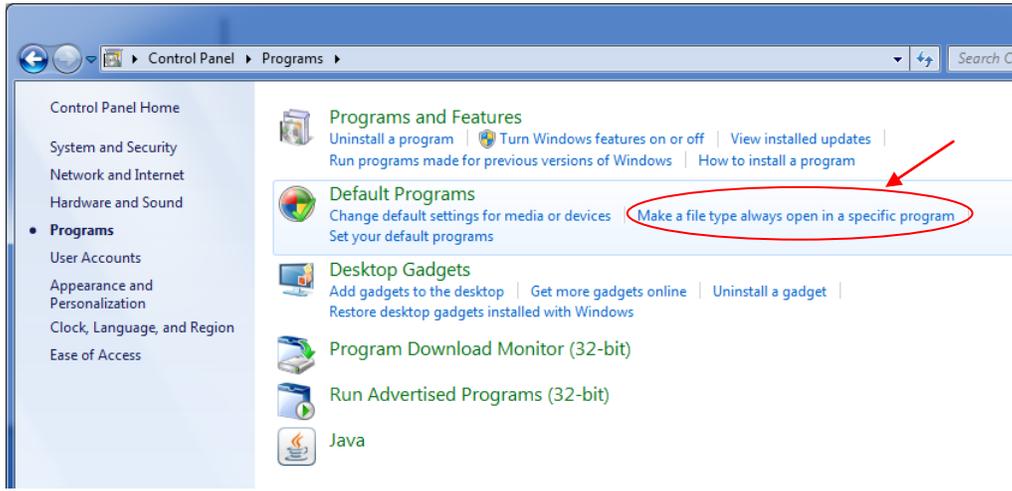
1. Open the control panel via the start menu:



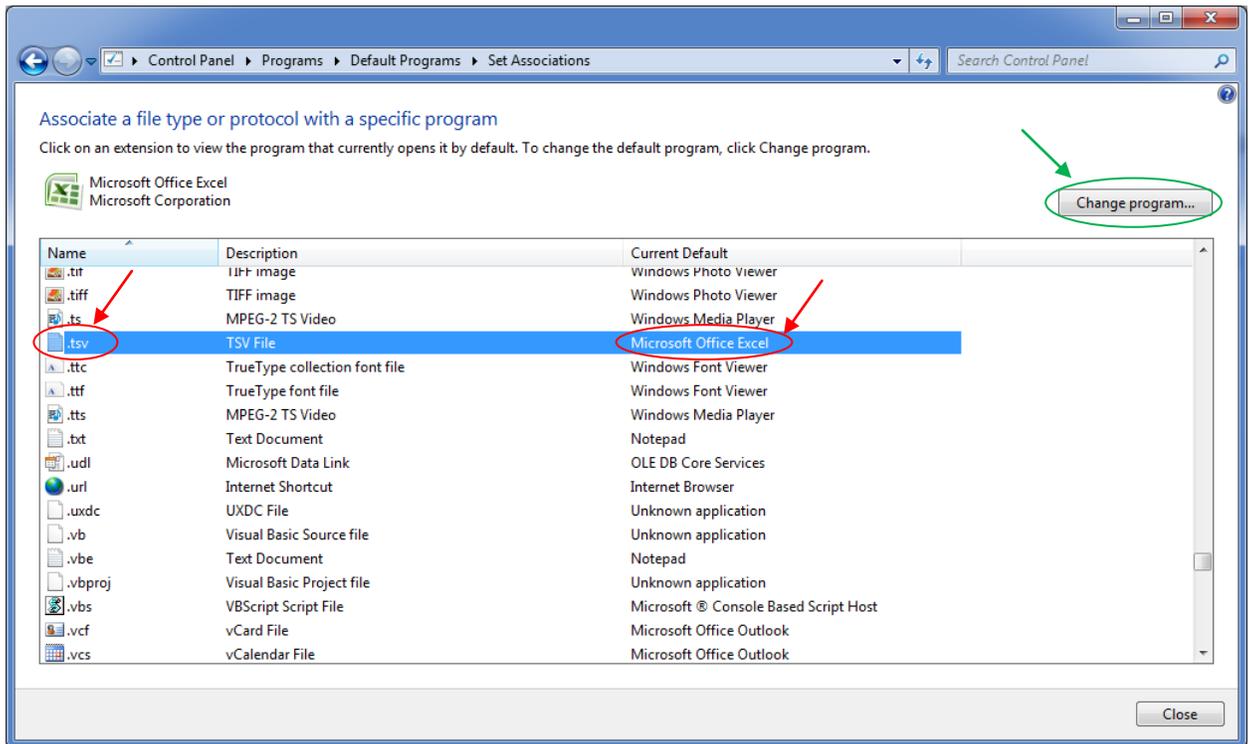
2. Click "Programs"



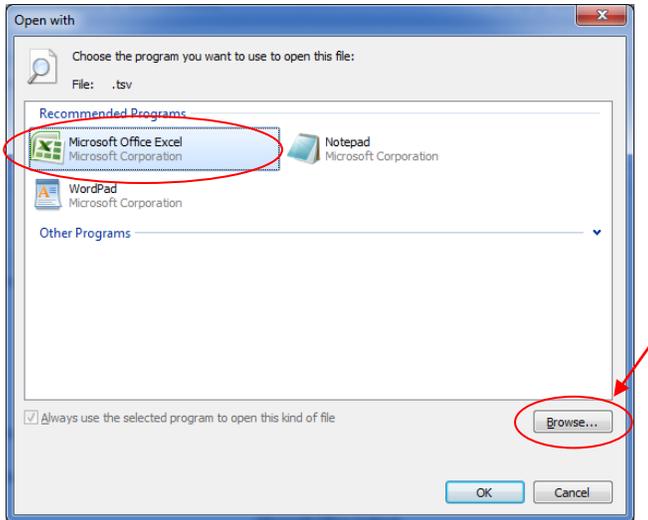
3. Under “Default Programs” click the words “Make a file type always open in a specific program”



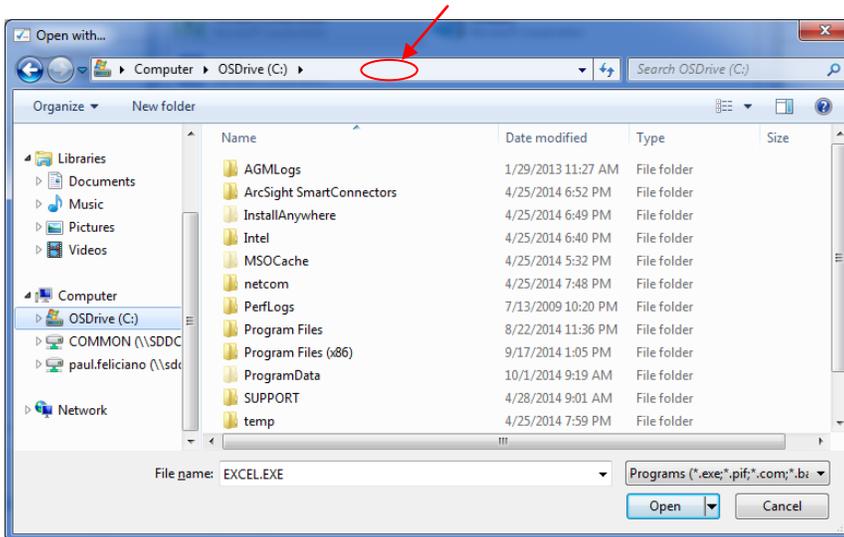
4. Scroll down and click the entry named “.tsv” and check the “Current Default” for this file type. If this is anything other than “Microsoft Office Excel” click “Change program” in the top



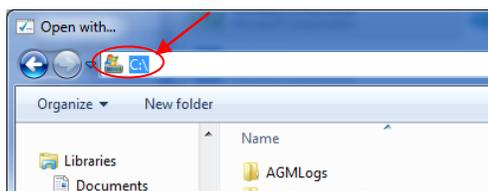
5. If you see **“Microsoft Office Excel”** listed in the **“Recommended Programs”** select it and press **“OK”** and continue to [Step 8](#). If you do not see **“Microsoft Excel”** listed in the **“Recommended Programs”** list then click **“Browse”**



6. Put your cursor where the red circle is (in the white space circled) and left click one time. The line will change to a path.



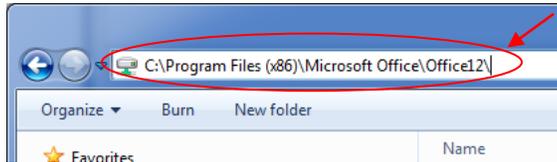
- a. Highlight everything in this box after clicking :



- b. Replace everything in this box with the following text (via copy/paste) :

C:\Program Files (x86)\Microsoft Office\Office12\

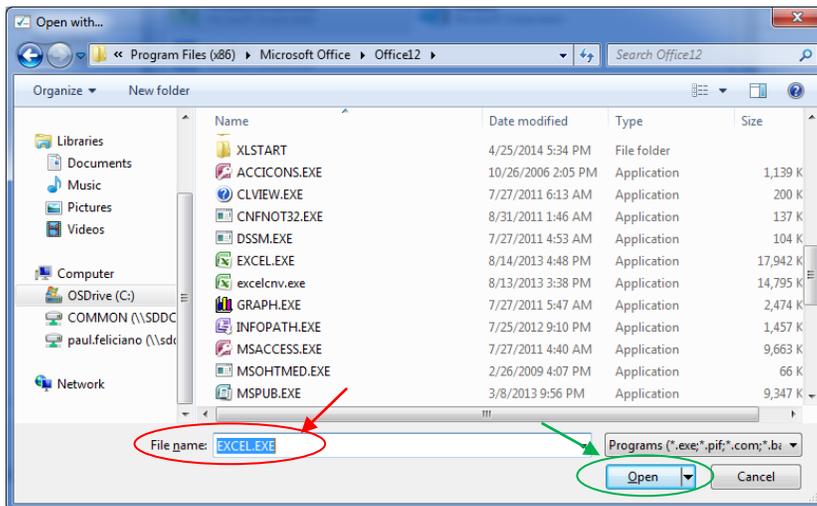
Your screen will look like this once the line above is pasted into this field. Hit “Enter” once complete. Alternatively you can navigate to this location via the left hand menus if you find this easier.



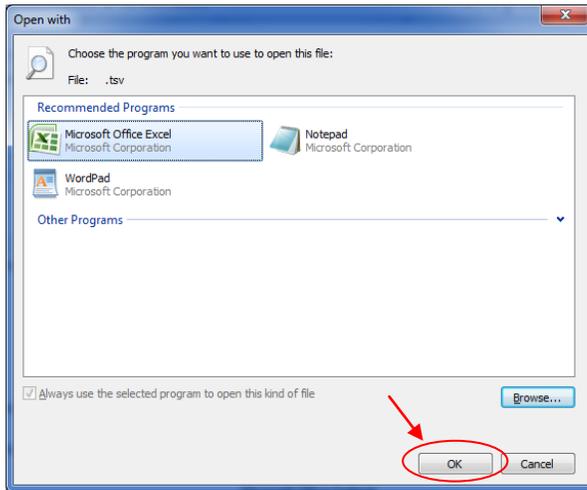
7. Paste the following in the “File name” field:

EXCEL.EXE

Left click the “Open” button.



8. Make sure “Microsoft Office Excel” is now selected and left click the “Ok” button.



9. The previous screen will now show the “.tsv” file type associated with “Microsoft Office Excel”. Close all open windows and retry exporting in Excel. If the problem exporting files persist after following this guide please open a ticket for further support.