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How to save an XSLX file in CSV format - supplier.competec.ch

1) Open the Excel file you want to save in CSV format.

2) Click on the File tab.

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3) Go to Save as and choose the folder, via the option Browse, where you want to save the file.

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4) A new window opens. Under **Save as type** choose the following CSV version: **CSV (Comma delimited)**. To finish, click **Save**.

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Excel Binary Workbook (*.xisb)
Excel 97-2003 Workbook (* xis)
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XML Data (*.xml)
Single File Web Page (*.mht;*.mhtml)
Web Page (*.htm;*.html)
Excel Template (*.xltx)
Excel Macro-Enabled Template (*.xitm)
Excel 97-2003 Template (*.xlt)
Text (Tab delimited) (*.txt)
Unicode Text (*.txt)
XML Spreadsheet 2003 (*.xml)
Microsoft Excel 5.0/95 Workbook (*.xls)
CSV (Comma delimited) (*.csv)
Formatted Text (Space delimited) (*.prn)
Text (Macintosh) (*.txt)
Text (MS-DOS) (*.txt)
CSV (Macintosh) (*.csv)
CSV (MS-DOS) (*.csv)
DIF (Data Interchange Format) (*.dif)
SYLK (Symbolic Link) (*.slk)
Excel Add-in (*.xlam)
Excel 97-2003 Add-in (*.xla)
PDF (*.pdf)
XPS Document (*.xps)
Strict Open XML Spreadsheet (*.xlsx)
OpenDocument Spreadsheet (*.ods)

5) Once you have clicked on **Save** a new window will open. Answer the following question with **Yes**.

Micros	oft Excel				X
1	Some features in Do you want to k	your workboo eep using that Yes	k might be lost format? No	t if you save it as C Help	SV (Comma delimited).