Notes on importing the data:

Click on the year you're interested in.
Click: Delimited Files
Click your State.
Click [Proceed to Data]
$G_{0} \text{ to Eile - Save As - and put it where you want it}$
Click the Data tab
Click From Text in the Get External Data section.
Browse to your file.
O Delimited - Characters such as commas or tabs separate each field.
Choose: Fixed width - Fields are aligned in columns with spaces between each field. , then
Choose Comma and single quote (not the default of Tab and double quote):
Delimiters
Tab
Semicolon Treat consecutive delimiters as one
✓ <u>Comma</u> Text qualifier:
Space
Other: Next >
Data preview
Text General General General General General STATE CODE 001 STRUCTURE NUMBER 008 RECORD TYPE 005A ROUTE PREFIX 005B SERV A
01 000000000000000022 1 8 1
Highlight the second column:
Column data format
© <u>G</u> eneral
I ext
© <u>D</u> ate: MDY ▼
then choose Text (net the default of Concrel)
then choose Text (not the default of General):
Import Data V La
Existing worksheet:
=\$A\$1
Go with the default on the Import Data dialog:
, und check

• Save your Excel file.