

Tech Note #10

Importing/Exporting CSV files between OPC Server2 and Excel

This tech note will explain how to import and export files to /from Excel and OPC Server2. It is assumed that you are familiar with how to set-up OPC Server 2 tags. Refer to the CTCopc 2 Reference guide http://www.ctc-control.com/customer/techinfo/docs/CTCopc_Ref.pdf for more information on how to set-up tags and the use OPC Server2.

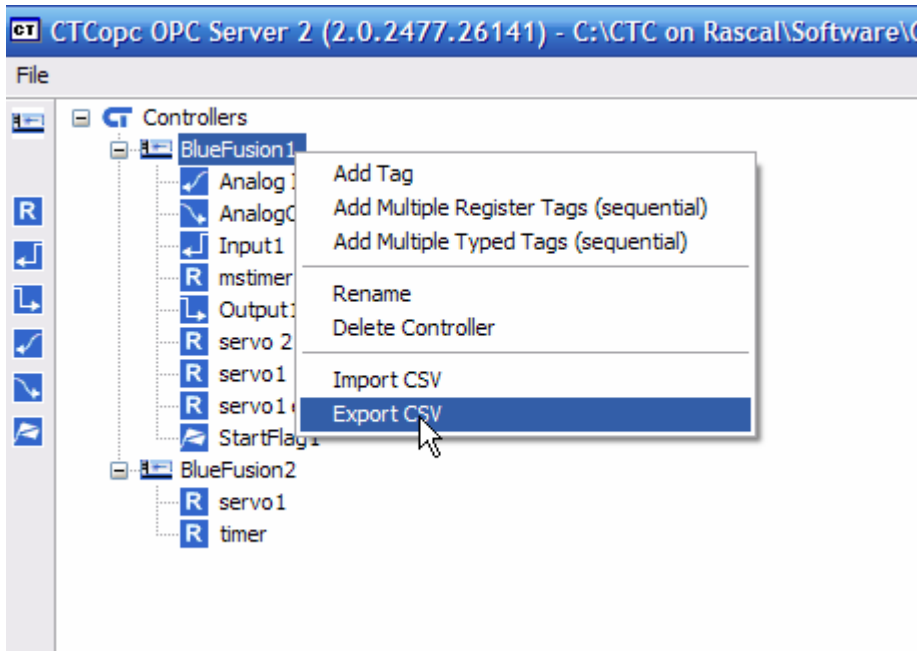
Importing and exporting CSV files will allow you to:

- Create a list of tags for a controller from data you have already created in another format.
- Export and edit existing tags then re-import them into OPC Server.
- Export tags for project-level documentation or use in other programs after manipulation in Excel.

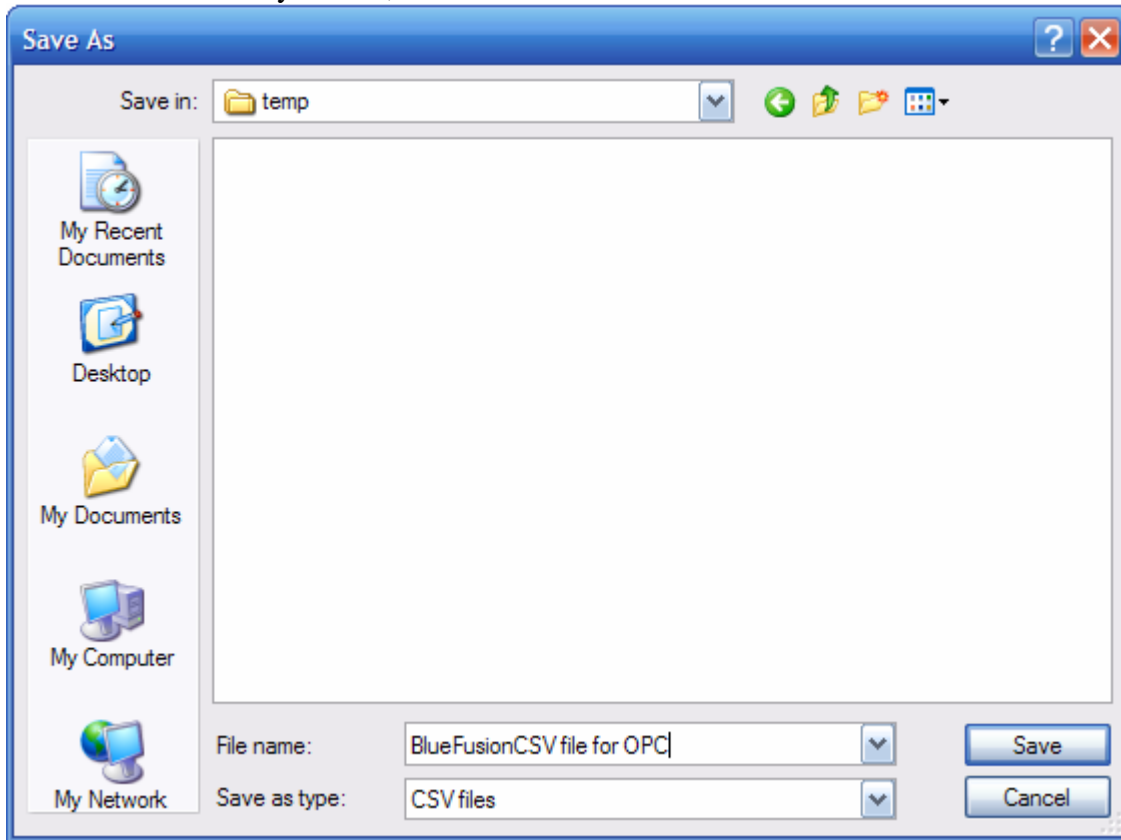
Exporting Existing tags to Excel

From OPC Server 2 (as shown below)

- 1) Select the Control you want to export the tag from.
- 2) *Right click* on the Control you want to export the tag from.
- 3) Select Export CSV



Select where to save your file, name it and click Save.



Your file will look like this within Excel, the information formatted as follows:

Column 1: **tag name**

Column 2: **index** (register or I/O number)

Column 3: **type** (i.e. Register, Digital Input, etc.)

	A	B	C	D
1	Analog In1	1	AnalogInput	
2	AnalogOut1	1	AnalogOutput	
3	Input1	1	DigitalInput	
4	mstimer	13002	Register	
5	Output1	1	DigitalOutput	
6	servo 2	14102	Register	
7	servo1	14101	Register	
8	servo1 error	14301	Register	
9	StartFlag1	1	Flag	
10				
11				
12				

Note: You would follow this format to create new tags via Excel in order to import them to CTC OPC Server 2.

Importing Existing tags from Excel

The naming convention of the **types** is critical for a successful import. They are not case sensitive so DigitalInput or digitalinput will work, but Digital Input (notice the space) will not import correctly.

Your file will look like this within Excel, the information formatted as follows:

Column 1: **tag name**

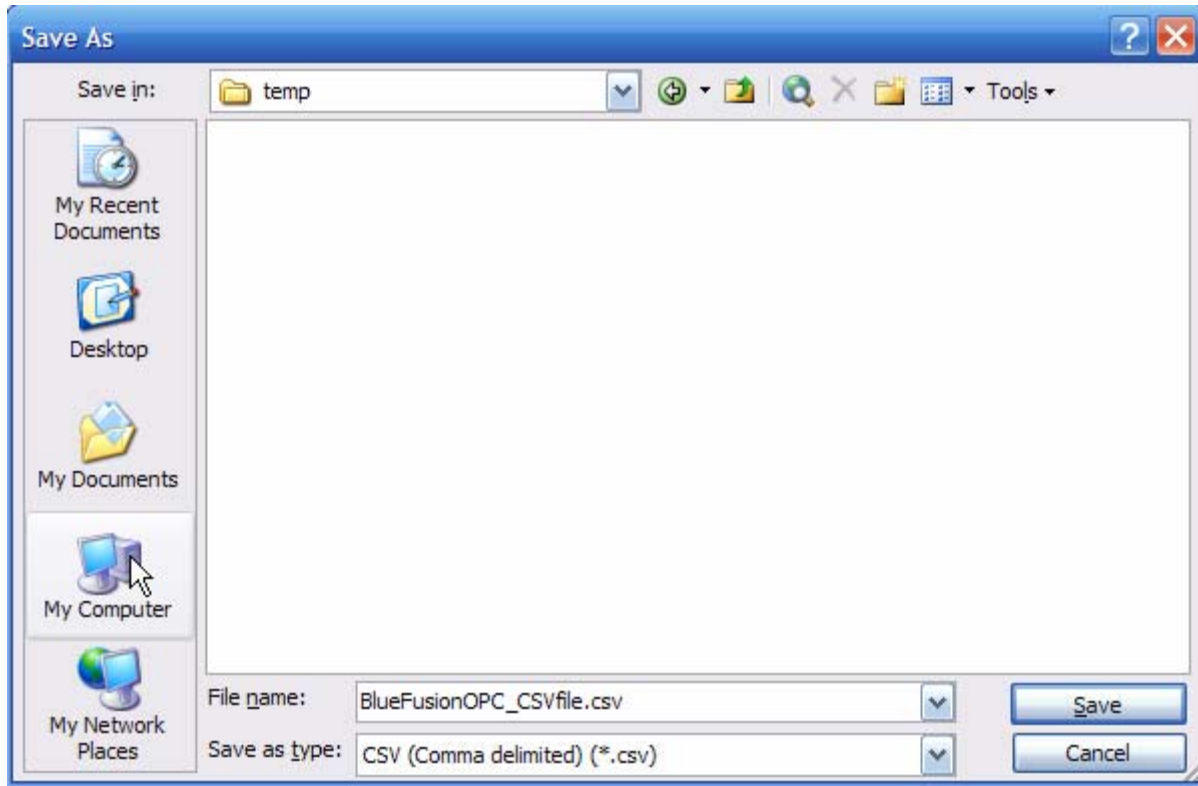
Column 2: **index** (register or I/O number)

Column 3: **type** (i.e. Register, Digital Input, etc.)

Here is a sample file created in Excel, sorted by type.

	A	B	C	D
1	Analog In1	1	AnalogInput	
2	Analog In2	2	AnalogInput	
3	AnalogOut1	1	AnalogOutput	
4	Input1	1	DigitalInput	
5	Input2	2	DigitalInput	
6	Output1	1	DigitalOutput	
7	StartFlag1	1	Flag	
8	StartFlag2	2	flag	
9	mstimer	13002	Register	
10	servo1	14101	Register	
11	servo 2	14102	Register	
12	servo1 error	14301	Register	
13				

If you have additional information for your project beyond the first three columns in your file these columns will be ignored when importing and will not effect the import.

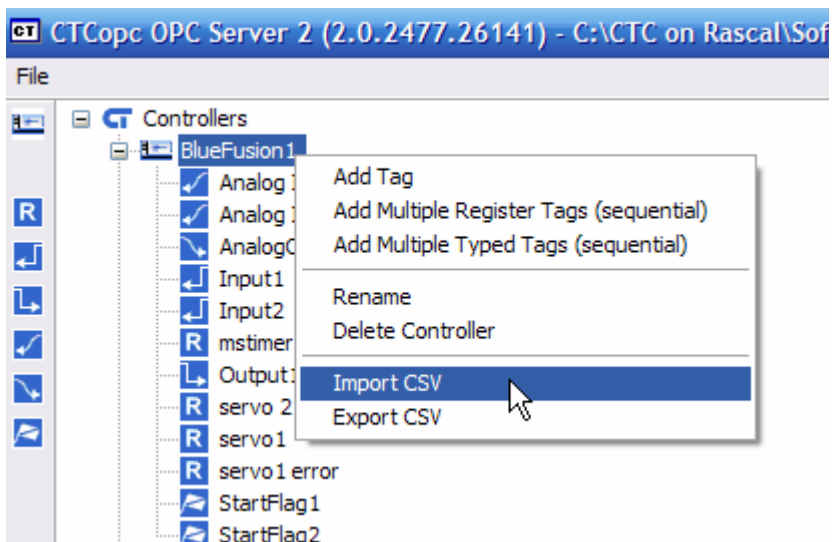


Be sure that you save the file as a CSV (Comma delimited) (*.csv) type file as shown above.

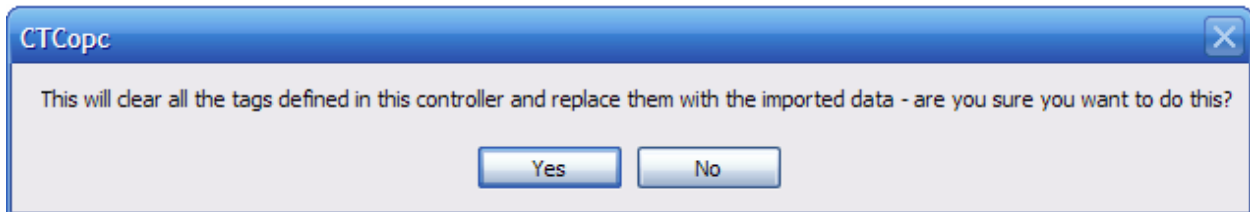
Once you have created or modified an existing CSV file you can import the file as follows:

From OPC Server 2 (as shown below)

- 1) Select the Control you want to export the tag from.
- 2) *Right click* on the Control you want to export the tag from.
- 3) Select Import CSV

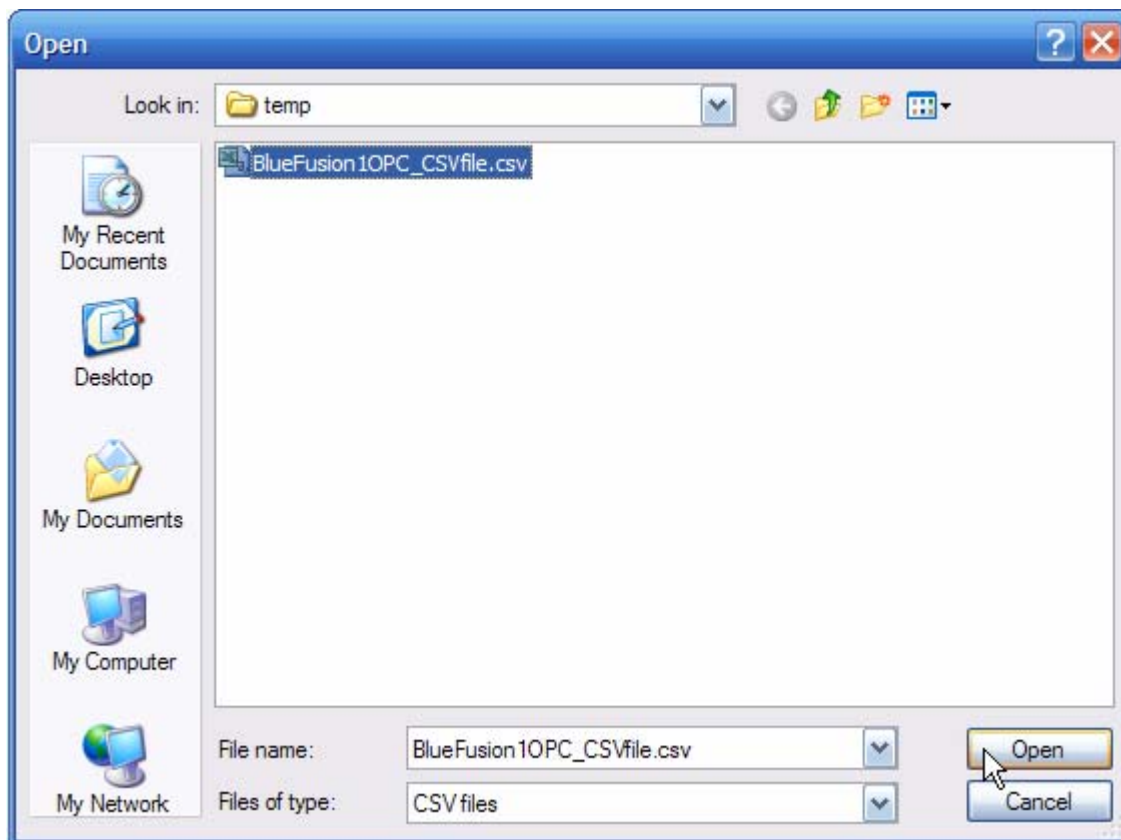


You will see the following screen alerting you that all existing tags will be deleted and replaced with the file you are importing. If you need to save any of the existing tags, select No and export the existing tags to another file and then merge the information using Excel.



Otherwise:

- 1) Select Yes
- 2) Select the file you want to Import
- 3) Click Open



You Controller will now include the OPC tags from the CSV file as shown below:

