

THE FLORIDA STATE UNIVERSITY COLLEGE OF INFORMATION

The HOB0 Project

Creating the Out of Range Data Results

This procedure will take the data stored in the spreadsheets from the data download and it will extract the out of range points and store them in all in one results worksheet.

1. First, go into the current year folder and then the previous month's data folder. For example, if you are doing the data in March, go into the year folder and then open the 02 – February – 2008 folder.
2. In the previous month's folder, **copy** the HOBO_Master.xls file. Then go into this month's newly created folder and **Paste** the HOBO_Master.xls in there. Once the HOBO_Master.xls is in the new month folder, go ahead and open it.
3. Once it opens, go to the L1 (SW) Bound Periodicals sheet. Now you have to open each individual device spreadsheet and copy and paste all of the data into the Master spreadsheet. Click the Office Button on the top left and then select Open. Go to **K:\HOBO Data\Current Year\Current Month**. So if you are doing the data in March 2008, go to K:\HOBO Data\2008\03 – March 2008. In that folder, there should be the device spreadsheets. There should be six of them, but there may not be if for some reason a certain device did not have any data.
4. First, open up the L1 (SW) Current Periodicals.xls. If L1 did not have any data it will not be there. If that is the case, open up L2 (SE) (if that is not there either, continue to L3 and so on). When you open the file, an error message **may** pop up saying that data may have been lost (Figure 1). This is not actually the case. From what I can tell, no data has ever actually been lost. So just click **OK** and disregard this message.

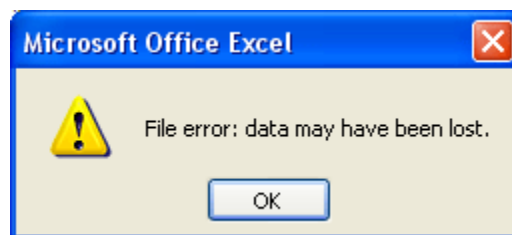


Figure 1 – The data may have been lost error message.

5. Once L1 (SW) opens, or which ever one you opened, you will see three columns: date/time, temperature, and RH (%). Ignore the other information in the spreadsheet as it is not needed. Now in the L1 (SW) spreadsheet select cell **A2**. Then highlight the data from **A2 to C2**. Next, highlight all of the data below. So you are highlighting all of the data in those three columns (but you do not want the headers included in the highlight). Once all of the data in those three rows is selected (minus the headers) **copy** the data.
6. Now go back to the HOBO Master spreadsheet. You then need to go to the corresponding worksheet from below. So if you just copied the data from L1 (SW) you need to select the L1 (SW) worksheet in the HOBO Master spreadsheet (if you copied from L2 (SE) choose L2 (SE) and so on). Once you have opened the L1 (SW) worksheet in the HOBO Master spreadsheet, **paste**

the data you copied from the device’s spreadsheet into cell **A3**, right under the first Date/Time header.

7. Now close the device spreadsheet that you had opened. When you close it, you will get a message about having large amounts of data in your clipboard. Click **NO** to delete that data from the clipboard.
8. Then open up the next device spreadsheet (if you opened L1, the next one is L2 and so on). Once that spreadsheet is open, **repeat steps 5 through 7** until you have opened and copied all of the data from the six devices (or however many that had data) into the HOBO Master spreadsheet. Make sure that you copy the data from the device spreadsheet and paste it into its correct corresponding worksheet in the HOBO Master spreadsheet.
9. Once all of the data from each of the devices is in its corresponding worksheet, we can run the Master Macro. First go the L1 (SW) worksheet and then select cell **A3**. Then select the **view** tab at the top. All the way at the end (on the right) there will be the **Macros** option. Click the little arrow below Macros and then select **View Macros** (Figure 2).



Figure 2 – The Macros option.

10. With Macro window open, select MasterRun from the list on the left and then **click Run**. This will take about 30 seconds to complete. Once it is completed, you will end up on the Results worksheet with each device’s out of range points.
11. Now highlight the entire worksheet by clicking on the little icon between column A and cell 1 (Figure 3).

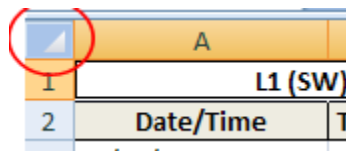


Figure 3 – Circled is the icon that will select the entire sheet.

12. Once the entire sheet is selected, copy that data. Then select the Office Button at the top left and select **New**. This will cause the New Workbook window to pop up. Under the Blank and Recent header, select **Blank Workbook**.
13. Once the new spreadsheet opens up, select cell A1. Then paste the data in from the Results worksheet into the new spreadsheet. From there, highlight the entire column for all of the columns from **column A to column W**. With those highlighted, move the mouse over the end of one of those columns until the cursor changes to a bar with two arrows pointing the opposite direction. When that comes up, double click and it will resize all of the columns to fit the data.
14. Once the data is in there, select the Office Button and click **Save**. Now browse to the new month folder. Once you are in there, enter in the file name. Name the file MonthAbbreviationYear-Results. For example, if it was March 2008, you would name the file Mar2008-Results. Once you named the file, click **Save**.
15. Now close the new results spreadsheet and go back to the HOBO_Master.xls. In the HOBO_Master spreadsheet, go to the L1 (SW) worksheet and **select cell A3**. With cell A3 selected, go the **View** tab again and go back to **View Macros**. Once the Macro window opens, select the ClearMaster macro and then select **Run**. This will clear the HOBO_Master.xls file entirely so that I can be used next month. Once its completed, **save** the HOBO_Master.xls file.
16. Close the HOBO_Master spreadsheet and you are **DONE** with this procedure.