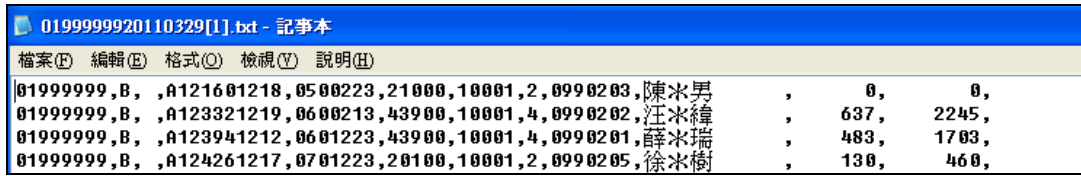


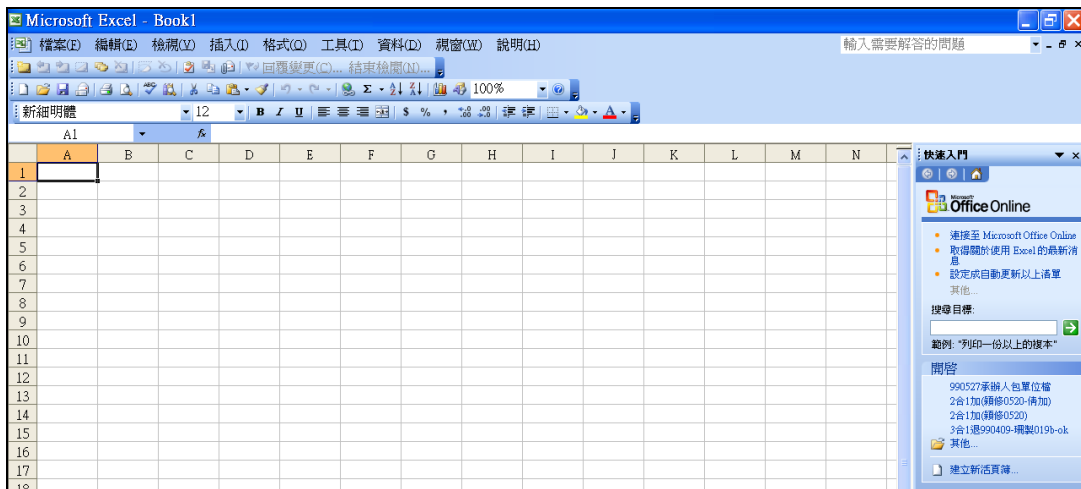
## 逗點區隔之純文字檔(.txt)轉為 EXCEL 檔之流程說明

一、下載之純文字檔(.txt)係以逗點區隔各欄位

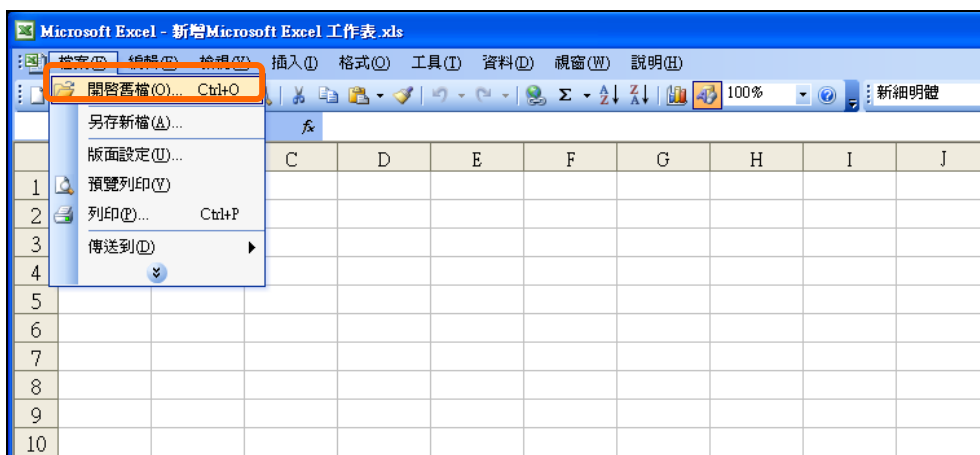


File Name	Menu	Content
0199999920110329[1].txt - 記事本	檔案(F) 編輯(E) 格式(O) 檢視(V) 說明(H)	
01999999,B,	,A121601218,0500223,21000,10001,2,0990203,	陳冰男, 0, 0,
01999999,B,	,A123321219,0600213,43900,10001,4,0990202,	汪冰緯, 637, 2245,
01999999,B,	,A123941212,0601223,43900,10001,4,0990201,	薛冰瑞, 483, 1703,
01999999,B,	,A124261217,0701223,20100,10001,2,0990205,	徐冰樹, 130, 460,

二、純文字檔(.txt)請先關閉，並開啟 EXCEL 的空白工作表

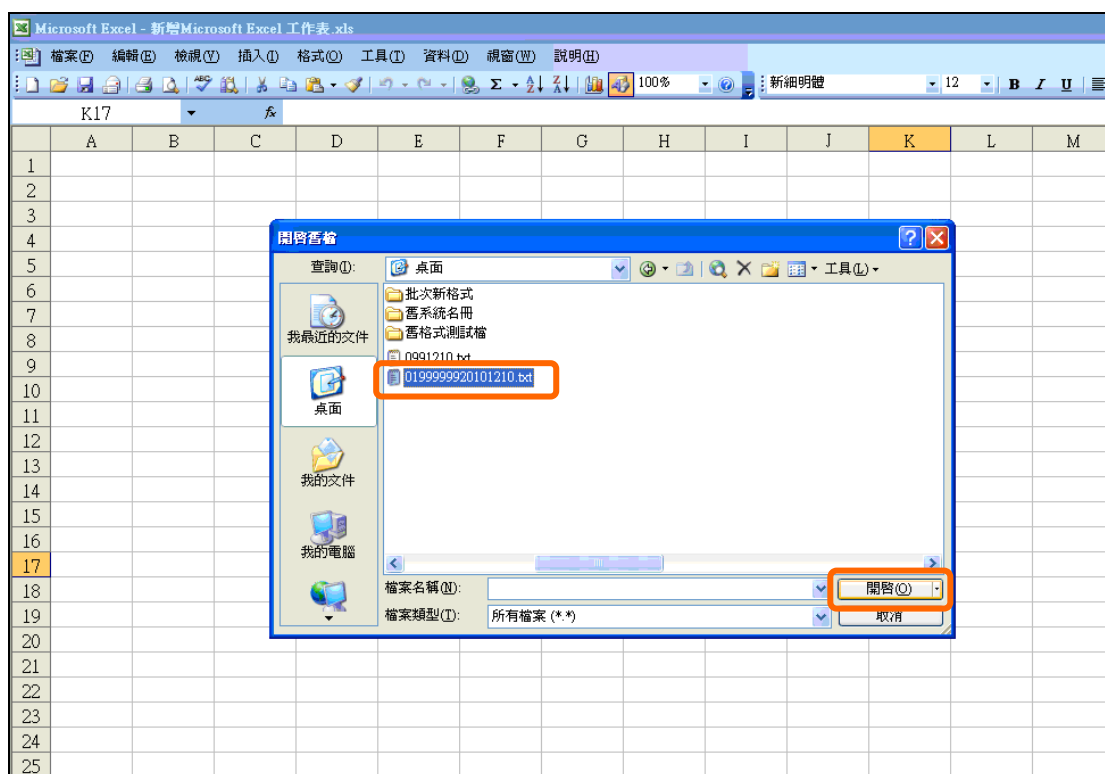


三、檔案→開啟舊檔

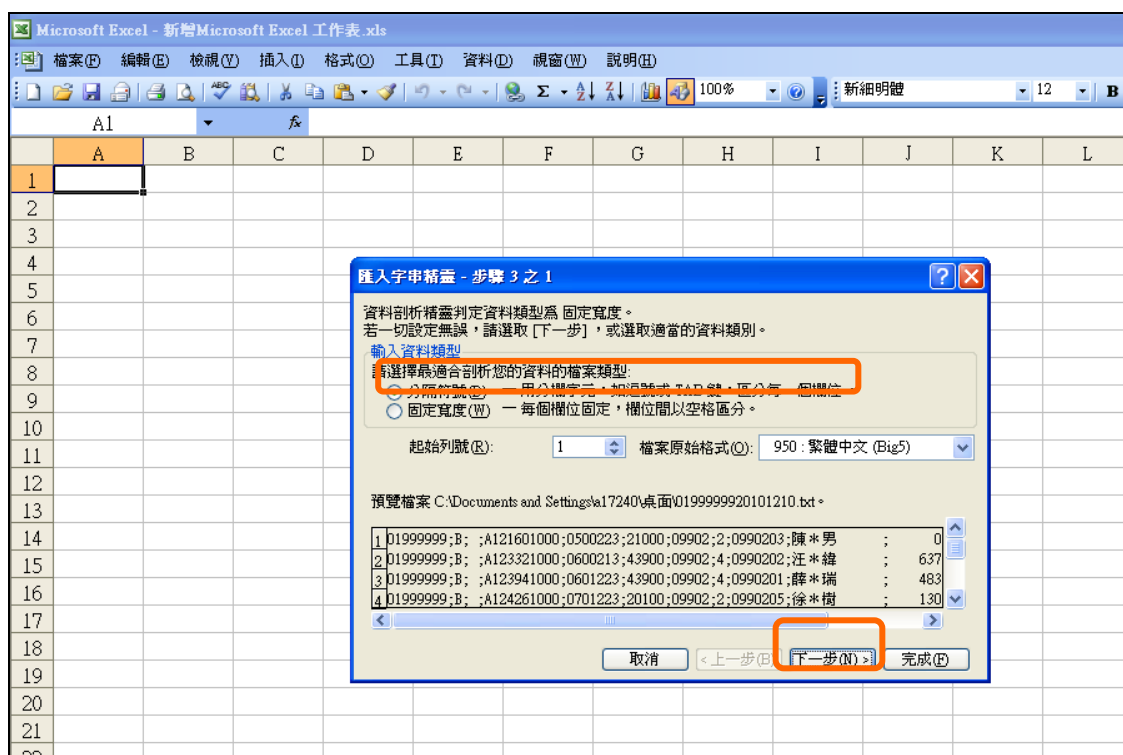




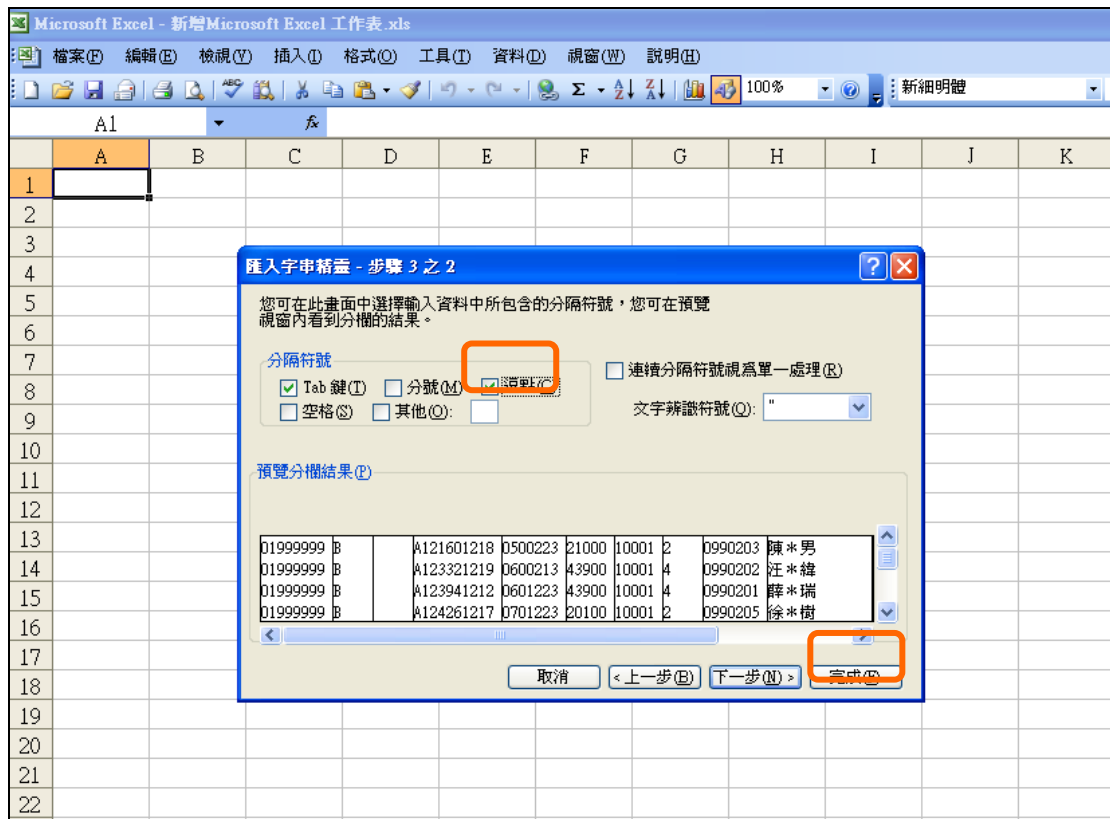
六、找到該純文字檔(.txt)後，按開啟



七、出現匯入字串精靈，「輸入資料類型」請選擇“分隔符號(D)” → 按下一步



八、「分隔符號」請勾選”逗點(C)” → 按完成



九、轉 EXCEL 檔完成

The screenshot shows the final data imported into a spreadsheet. The data is organized into columns A through M.

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	1999999	B		A1216012.	500223	21000	10001	2	990203	陳*男	0	0	
2	1999999	B		A1233212.	600213	43900	10001	4	990202	汪*緯	637	2245	
3	1999999	B		A1239412.	601223	43900	10001	4	990201	薛*瑞	483	1703	
4	1999999	B		A1242612.	701223	20100	10001	2	990205	徐*樹	130	460	