



Downloading Excel 2007 Spreadsheets Into The MMS Program

For Excel 2007 Users, please follow these simple instructions to convert and download Excel Spreadsheets into the MMS program:

- 1 - Export the report from QuickBooks.
- 2 - In Excel 2007 Press these keys together: Alt+F
- 3 - CLICK on the SAVE-AS icon, so that the dialog window below comes up, and then specify Microsoft Excel 5.0/95
- 4 - Then say YES so that it saves it with these features and it is an Excel 5/95 file, which will import just fine. Note you have to close the Excel file for it to download into MMS

The screenshot shows the 'Save As' dialog box in Microsoft Excel 2007. The 'File name' field contains 'report6(1)'. The 'Save as type' dropdown menu is open, showing various file formats. The 'Microsoft Excel 5.0/95 Workbook' option is highlighted. A red arrow points to this option. In the background, a file explorer window shows a folder named 'report6(1)' selected. Another window shows a spreadsheet with columns labeled 'Dentistry' and 'tail'.

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