

## Exporting Territories data to a file

Once you have Territories added as a layer to your project you can use the **Territories Panel** to control the appearance of the layer, as well as the data associated with it. The following instructions will give you a step by step guide on how to export Territories and associated data from within SKiN to Excel.

### Before you begin

Before you start exporting data associated with your Territories, make sure that you have your data set up in a saved project. If you need assistance getting the data into SKiN please refer to the following sections:

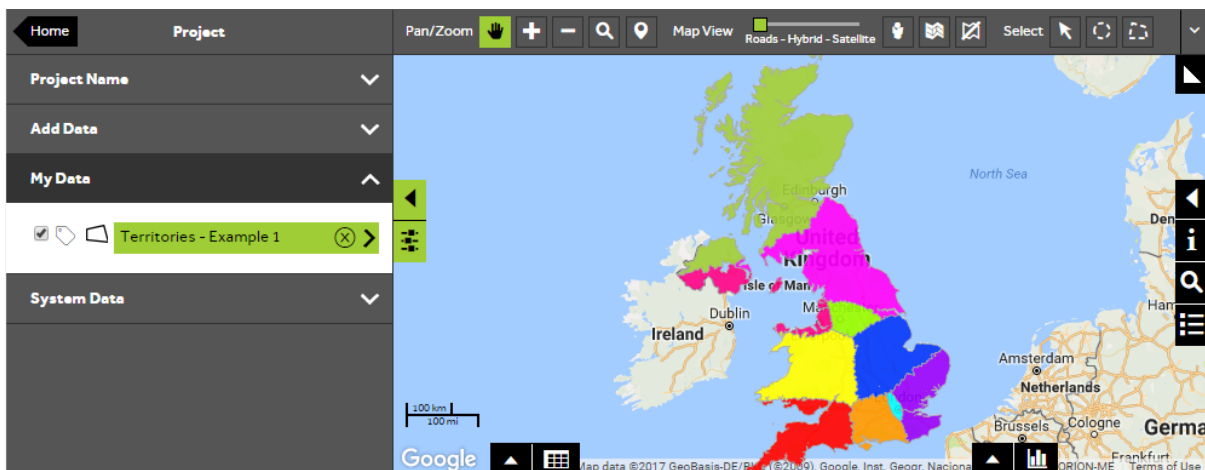
- Territories Steps - Create Project
- Territories Steps – Import Data



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### Open the Territories layer

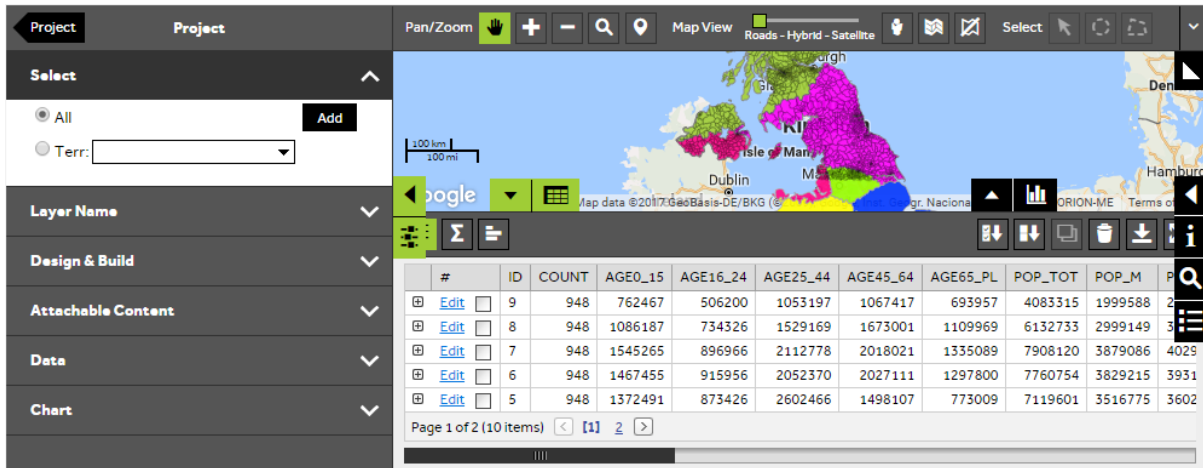
- To export Territories data from your own layer, **Open an existing project** and then select **My Data**. Click on the layer you wish to export.



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## Open the data view

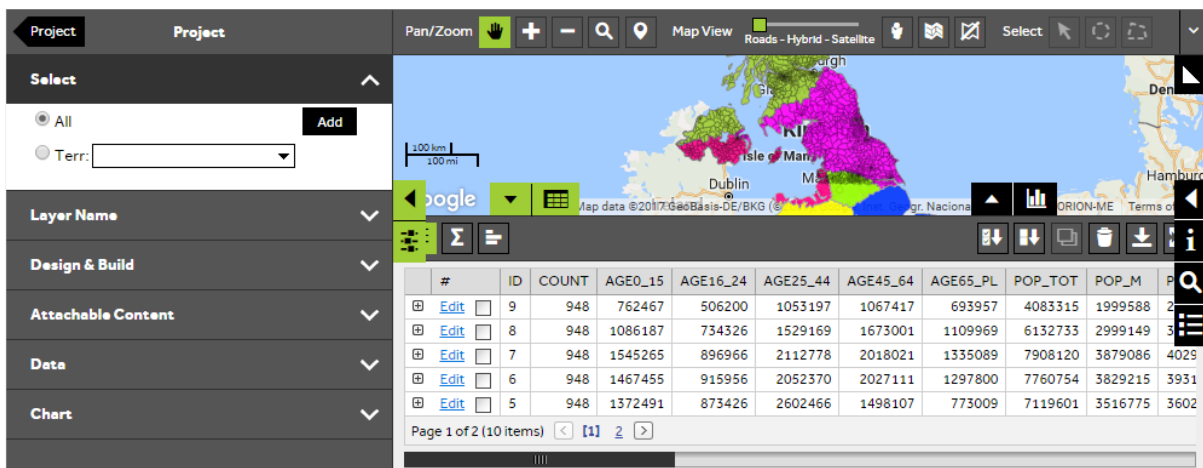
- Within the layer editor panel click on the data grid button to open the **Data View**.



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## Export the Territories data

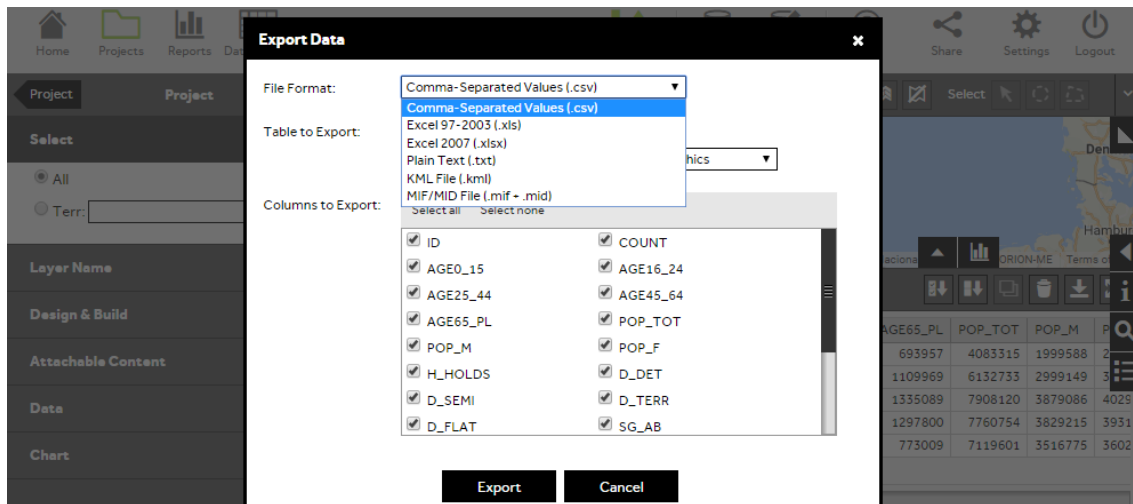
- To open the export data window, click on the **Export** button which can be found on the right hand side at the top of the data view.



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## Select the file format

- You can change the file format by clicking in the dropdown box and selecting the **Format** that you would like to create.



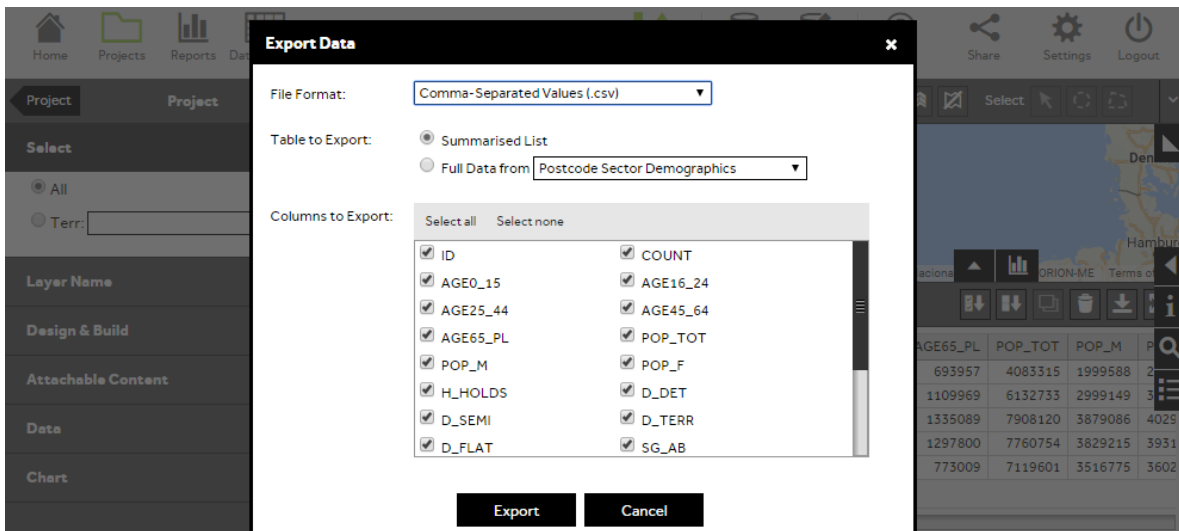
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## Choose which table to export

- You can choose the level of detail that you want to export by selecting one of the following next to **Table to Export**:

**Summarised List:** This will provide a single row for each Territory within your layer.

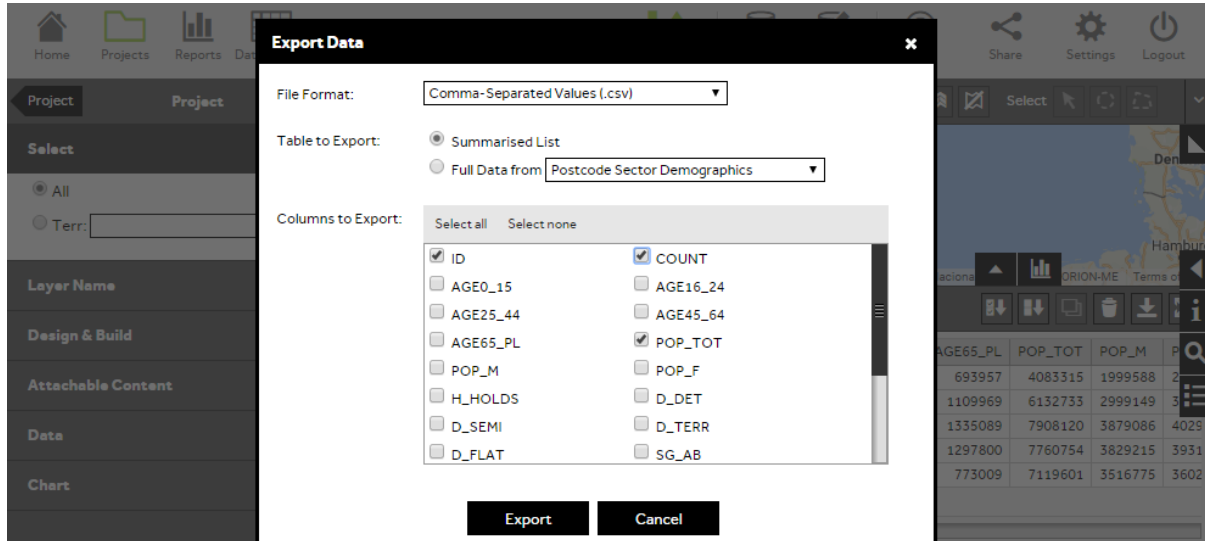
**Full Data from:** When working with Territories you will have a detailed sheet in the data view for each of your Territories. This detailed view shows a list of all the components that are included within each Territory and their associated data. In this case you can choose to export the **full data** relating to your Territories.



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## Choose which columns to export

- You can choose the columns to include in your export by unticking / ticking the column names in the **Columns to Export** box. You can also **Select all** or **Select None**. Press the **Export** button to create your exported Territory file.



## What do you want to do next?

You may wish to print a map of your Territories or create a report. Please refer to the following sections for further assistance:

- Refer to : **Territories Steps – Create Output - Report**
- Refer to : **Territories Steps – Create Output – Print (OSM)**
- Refer to : **Territories Steps – Create Output – Print (Google)**
- Contact: **Geoplan Support**