What is the correct Excel download setting when exporting an SAP report to a spreadsheet?

NOTE: Not all reports are downloadable to Excel; others are downloadable, but use a different mechanism to download to Excel. These instructions only pertain to reports where the following toolbar options are available.

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Click on List >> Export >> Spreadsheet

In the pop up box, select **All Available Formats** and chose **Excel (In Existing XXL Format)** from the drop down list. To apply this change permanently, select **Always Use Selected Format**.



Click on the 🗹 when complete.