

Importing and Exporting External Data on SAS for Windows¹

SAS for Windows has IMPORT and EXPORT functions that allow users to import data from an external data source and convert them into a SAS data set or export a SAS data set to external file formats. External data sources can be in a variety of formats, including Microsoft **EXCEL** (.xls), **ACCESS**, Comma Separated Values (.csv), Tab Delimited (.txt), dBASE (.dbf), and Lotus 1-2-3 spreadsheet (.wk). CSV and TXT files usually contain columns of data values that are separated by a delimiter such as a blank or a comma. The import/export tool is called Import/Export Wizard. The Wizard transfers data between external data sources and SAS data sets. As a wizard, it is a series of windows that present simple choices to guide you through a process, making a complex or infrequent task simpler to perform.

The Import Wizard guides you through the steps to read data from an external data source and write it to a SAS data set.

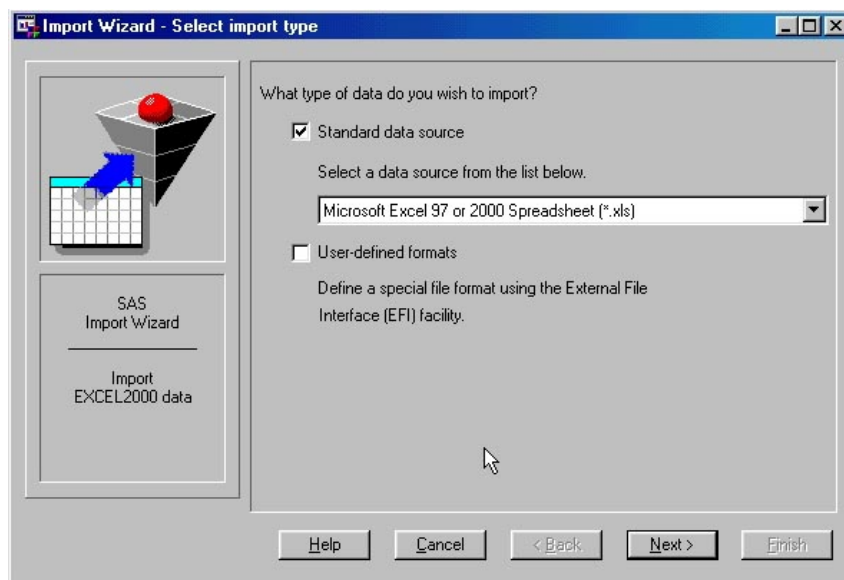
The Export Wizard guides you through the steps to read data from a SAS data set and write it to an external data source.

For each step, the Wizard displays a window that provides selections for you to make. To access the Wizard, from a menu bar, select File, then either Import Data or Export Data. This webpage is a demonstration of using the Import Wizard.

Step 1: click “File” and “Import Data” on the menu bar to access the Wizard.

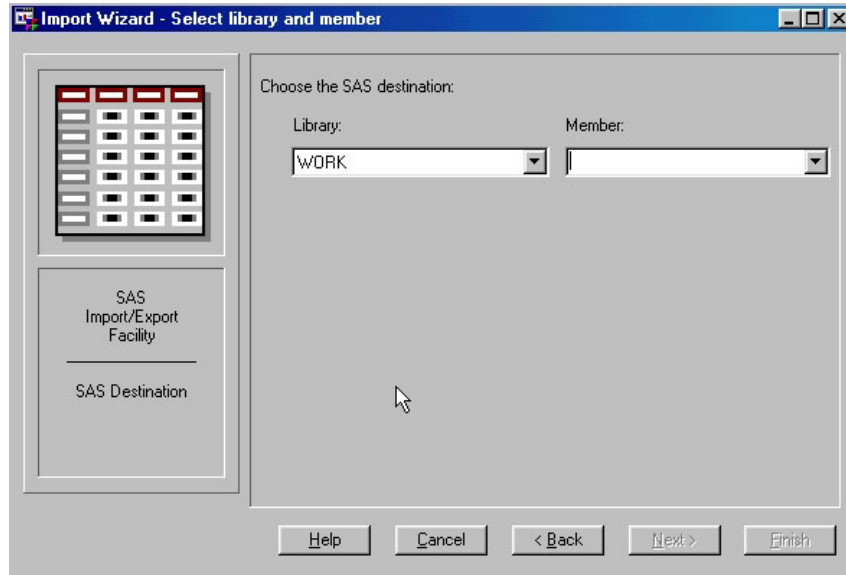
Step 2: specify the type of data that you would like to import to SAS in the “Select a data source from the list below” box.

Step 3: specify the file location by clicking “Browse.”



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Step 4: choose the SAS destination. *Library* is the directory where you want to save your data and “Member” is the file name of SAS data set.



Step 5: the Import Wizard can also create a file containing SAS syntax (PROC IMPORT) that is used to import the external data set, so you can specify the location where you want to save the syntax file.

