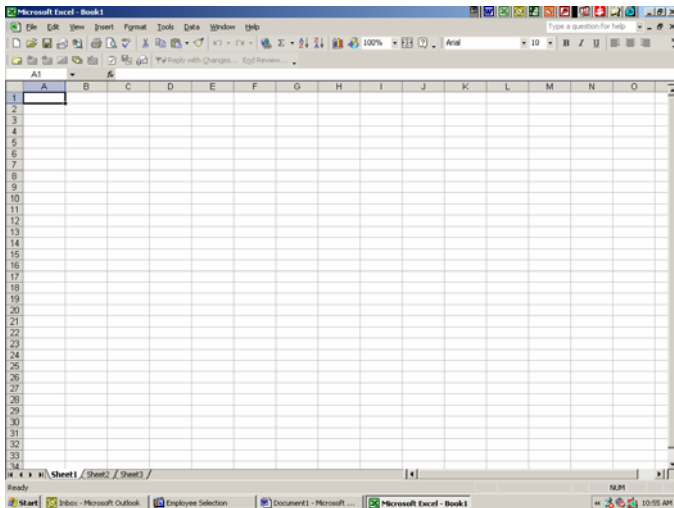


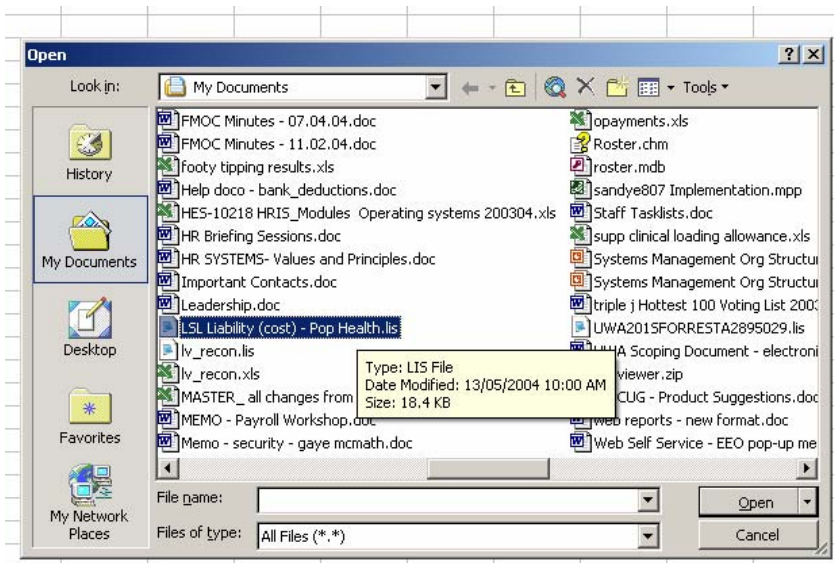
# How to download Alesco Report Outputs into Excel

## Step 1 - Open Excel



## Step 2 – File → Open

Step 3 – Navigate to the location you have saved the Alesco Report Output and change the “Files of Type” to ‘All Files’



The file you are looking for will have a file extension of “.lis”.  
Select this file and click on the “Open” button.



Step 8 – When you have finished placing your column dividers in the relevant places, click on the “Finish” button and your data will be imported into Excel as displayed –

Code	Unit	Name	Classification	Actual Balance	Prorata Balance	Total	U	Liability
LSL	Population	AMBROSI	Level B	0	40.389	40.389	C	6794.44
		BANNERN	Level 4	15.454	165.444	180.898	H	3759.62
		BARTHOL	Level 5/6	478.9	62.64	541.54	H	15429.29
		BLACK, PE	Level 5/6	0	315.063	315.063	H	7638.39
		BRAMELC	Level B	0	70.857	70.857	C	11504.25
		BREMNEF	Level A	0	1.085	1.085	C	139.16
		BROADHU	Level 7	0	10.685	10.685	H	316.19
		BROOK, E	Level 5/6	0	64.911	64.911	H	1461.41
		BULSARA	Level 5/6	0	303.113	303.113	H	7348.67
		BULSARA	Level B	0	57.306	57.306	C	10649.34
		CANT, LU	Level 6	0	206.7	206.7	H	5011.23
		CAW, MAI	Level 9	0	113.527	113.527	H	3984.57
		CERCARE	Level C	90.56	41.249	131.809	C	27794.02
		CHISHOLN	Level A	0	4.478	4.478	C	490.53
		CHOW, CI	Level 9	0	269.222	269.222	H	9830.29
		CLAYFOR	Level 5	0	2.271	2.271	H	47.91
		COMETTI, Level 5/6	Level 5/6	0	45.144	45.144	H	952.45
		COOK, AN	Level B	0	6.176	6.176	C	1256.86
		CORDELL	Level C	0	2.458	2.458	C	528.93
		CORICH, I	Level 6	0	193.932	193.932	H	4793.24
		CUNEO, K	Level 5/6	0	1.469	1.469	H	30.99
		DE LIMA, Level 4	Level 4	290.752	134.295	425.047	H	8833.79
		DIVITINI, N	Level A	64.99	13.214	78.204	C	11625.86
		DOLPHIN, Level 4	Level 4	-360	481.089	121.089	H	2516.6
		FARI, GA	Level 5	-3.45	265.86	262.41	H	6155.69

It is then just a case of re-sizing your columns to your requirements.