



CRStar Insights

Splitting Report Fields in Excel

CRStar gives users the option to download report results into an Excel file. This Insight will show users how to split field contents into separate cells to allow for additional filtering on certain data.

In CRStar, histology is a 5-digit field including the behavior code. If users run a report that needs to then be filtered down to a certain behavior code, splitting the histology and behavior code can make this data easier to filter. Below is an example of an Excel report from CRStar showing Histology code:

	A	B	C	D
1	Last Name	First Name	Topography Code	Histology
2	BREAST	CHARLOTTE	C509	85203
3	BREAST	CINDY	C508	85002
4	BREAST	DEBRA	C509	85203
5	BREAST	DELORIS	C503	85002

A formula can be used to split out the behavior code into its own column. First insert a new column to the right of the Histology column, then enter the formula =RIGHT(D2,1) in the first cell of the new column (LEFT, and MID are also formulas that can be used in a similar way):

	A	B	C	D	E
1	Last Name	First Name	Topography Code	Histology	Behavior Code
2	BREAST	CHARLOTTE	C509	85203	=RIGHT(D2,1)
3	BREAST	CINDY	C508	85002	
4	BREAST	DEBRA	C509	85203	
5	BREAST	DELORIS	C503	85002	

This formula instructs Excel that the first digit from the right of the data in the Histology column should be placed in this new field. After hitting ENTER and dragging the field to fill this formula for the rest of the columns, the behavior code will be split into the new column:

	A	B	C	D	E
1	Last Name	First Name	Topography Code	Histology	Behavior Code
2	BREAST	CHARLOTTE	C509	85203	3
3	BREAST	CINDY	C508	85002	2
4	BREAST	DEBRA	C509	85203	3
5	BREAST	DELORIS	C503	85002	2

Now that the behavior code is split into its own field, the report can be sorted or filtered on the behavior code:

	A	B	C	D	E
1	Last Name	First Name	Topography Code	Histology	Behavior Code
2	BREAST	CINDY	C508	85002	2
3	BREAST	DELORIS	C503	85002	2
4	BREAST	CHARLOTTE	C509	85203	3
5	BREAST	DEBRA	C509	85203	3

In CRStar, when using physician description fields in a report, the description provides the physician's first and last name in one column. When combining data from CRStar reports with data from other sources, it may be necessary to split these physician names into two columns.

First, start by adding a column to the right of the data to be split:

	A	B
1	Medical Oncologist	
2	SALLY KRUSE	
3	BONNIE NELSON	
4	MELANIE ROGAN	
5	SHERRY CHICO-ROWELL	
6	CHRISTI COX	

Next, highlight the column to be split, and click Text to Columns on the toolbar:

The screenshot shows the Excel ribbon with the 'Data' tab active. The 'Text to Columns' button is highlighted with a red arrow. Below the ribbon, the spreadsheet shows the 'Medical Oncologist' column selected in cell A1. The data in the spreadsheet is as follows:

	A	B	C	D	E	F
1	Medical Oncologist		DOLC	Pt Status	Accession Year	Date Ab
2	SALLY KRUSE		11/26/2014	1	2014	03/26/2
3	BONNIE NELSON		03/16/2016	1	2014	06/26/2
4	MELANIE ROGAN		06/20/2016	1	2014	04/17/2
5	SHERRY CHICO-ROWELL		09/22/2016	1	2014	01/27/2
6	CHRISTI COX		11/02/2015	1	2014	10/22/2

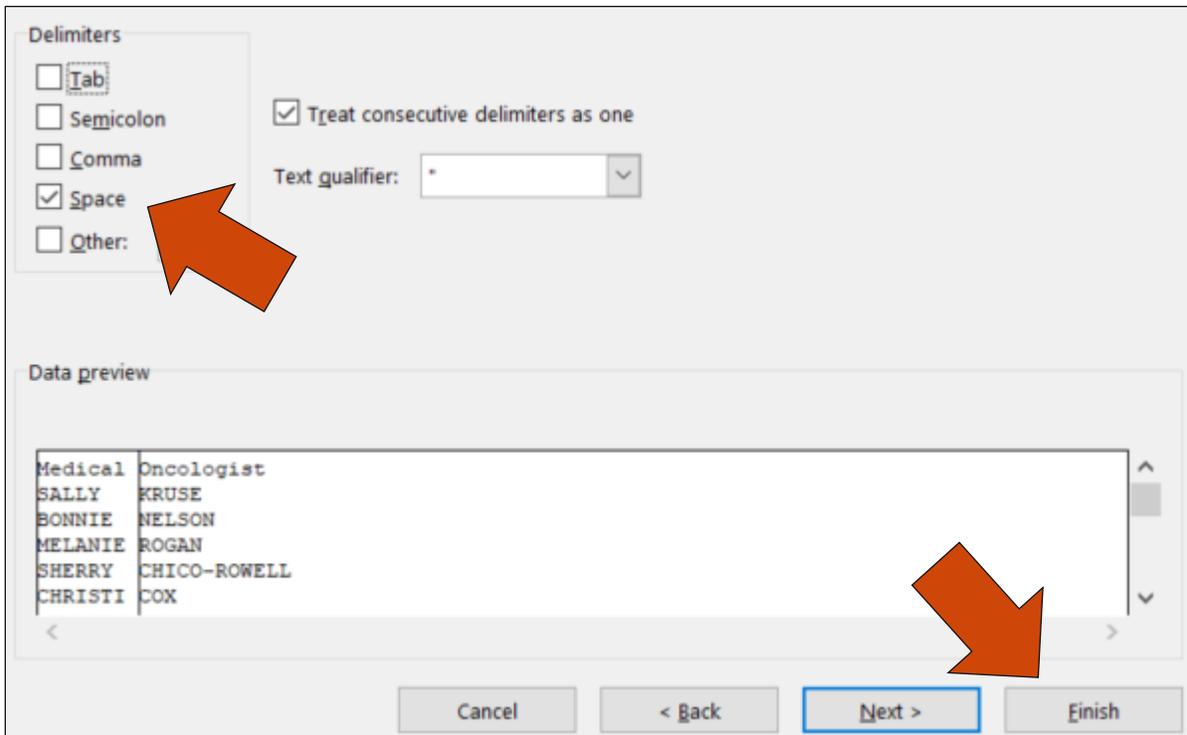
Make sure the Delimited check box is clicked, then click Next:

Choose the file type that best describes your data:

Delimited - Characters such as commas or tabs separate each field.

Fixed width - Fields are aligned in columns with spaces between each field.

For the Delimiters box, make sure the Space box is selected, click Finish, and then OK on the pop-up box that asks if you would like to replace the data that is already there (this is the blank column created earlier):



The names are now split into two columns, title the original column first name, and the new

	A	B	C	D
1	First Name	Last Name	DOLC	Pt Status
2	SALLY	KRUSE	11/26/2014	1
3	BONNIE	NELSON	03/16/2016	1
4	MELANIE	ROGAN	06/20/2016	1
5	SHERRY	CHICO-ROWELL	09/22/2016	1
6	CHRISTI	COX	11/02/2015	1

column last name:

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