



July 10, 2014

Volume 127

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**Difference Between .TXT
and .CSV Files**

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Difference Between .TXT and .CSV Files

If you have ever had to load a list of data to a database or email addresses for a mailing you might have encountered .txt or .csv files. So what are the differences between these file types, how to do create them, and why should you care?

.txt and .csv files are simple formatted files that are generally used for importing and exporting data within various systems. This allows data from different programs to be shared easily and across multiple platforms.

Txt - plain text, text file, unicode text, ascii, or tab delimited file

.txt is a file format for files that consists of text and very little formatting (no bold, underlines, colors, italics, etc). The data is separated (delimited) by tabs – this is important to know when you are importing a .txt file to a program.

CSV - Comma Separated Values or Character-Separated Values

.csv is a file format that contains numbers and text in a plain format arranged in a tubular fashion (columns). A CSV file can consist of any number of records, separated by line breaks of some kind and each record consists of fields.

There are several ways to create a txt or csv file. You could use Notepad or Word and begin to type a list yourself or you could create it in Excel and then save or export that data as a .csv or .txt file. When saving in Excel – you will need to choose the file type (Save as Type) when you save it. In Word you can choose .txt but if you want to save it as a .csv you can just type in the extension of .csv (so your file name looks like this: filename.csv). In notepad you will also have to add the extension of .csv or .txt when saving.

If you need help working with various programs and sharing data or with an MS office project contact me at info@aapk.com I have years of experience and can help you.

Organizing Products for Your Online Store

If you are considering creating an online store or already have one you need to think about organizing your product data. Keeping a list of the products and attributes can save you a lot of time and headaches down the road.

This list can be as simple as a sheet of paper or created in Word or Excel. I prefer using Excel for several reasons – you can sort the list, it's easy to print and can be saved and turned into an inventory list if needed.

So what should be on this list Everything that is connected with the shopping cart! This includes:

- Product Name
- Pictures of Product (or file name of the product picture)
- Product numbers
- Pricing
- Attributes
- Taxes
- Shipping and handling costs
- Product Description
- Discounts
- Inventory

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If you need help with your online store or web site contact me at info@aapk.com, I have been working with web clients for over 17 years!

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