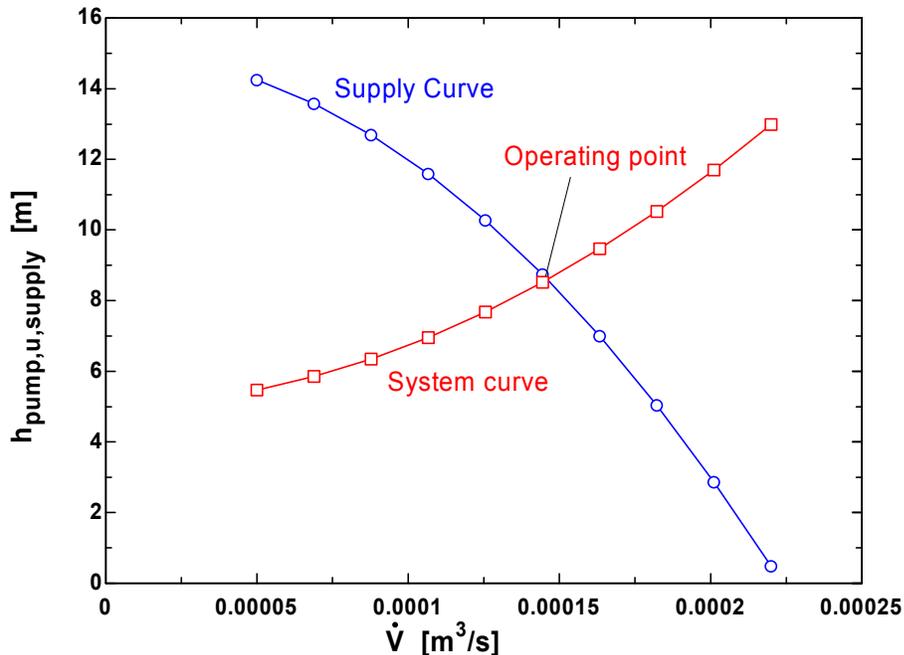


## Some Useful Tips for Copying Plots and Tables from EES to Word and Excel

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### To copy an EES plot into Word or Excel:

1. In EES, click on the heading (top bar) of the plot window so that the plot window is “in front”.
2. In EES, Edit-Copy Plot.
3. In Word or Excel, Edit-Paste (or <Ctrl>v). It will place the image of the plot into your Word document or into your Excel spreadsheet. Note that the plot in Excel is huge – you can make it smaller by dragging a corner of the plot. An example of an EES plot copied into Word is shown below:



### To copy EES parametric table data into Excel:

1. In EES, click on the heading (top bar) of the parametric table window so that the table window is “in front”.
2. In EES, Edit-Select All . It will highlight all the values in all columns and rows of the table.
3. In EES, Edit-Copy Table (the one *without* headings - it does not seem to work with headings).
4. In Excel, click on a cell, and Edit-Paste (or <Ctrl>v). It copies the data into cells to the right and below the cell. It is tab-delimited, so it puts the data properly into rows and columns in Excel.

### To copy EES parametric table data into a table in Word:

1. In Word, create a blank table with the *same* number of columns as the parametric table in EES, but one extra row. (E.g., if you have 3 columns and 10 rows of data in EES, create a table in Word with 3 columns and *11* rows. The extra row is for the heading, as we will see later.) Here is how to create the table in Word: Table-Insert-Table, type in the number of desired columns and rows, and OK.
2. In EES, copy the EES table data into memory as in the above steps 1 to 3.
3. In Word, select (highlight) *all* the cells in the table *except for the first row*, and then Edit-Paste (or <Ctrl>v). It will insert the values from EES into the table in Word. An example of data from an EES parametric table, copied into Word is shown below: (Note that these data are the same data that produced the plot shown above. Notice also that the first row is intentionally left blank.)

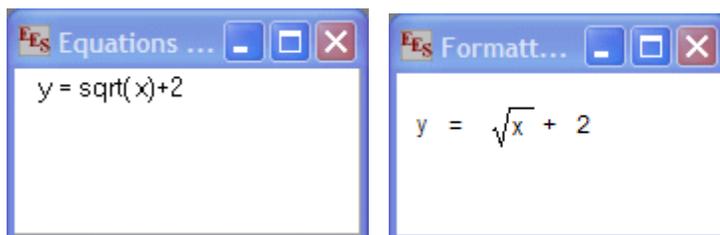
14.25	0.00005	5.464
13.58	0.00006889	5.848
12.69	0.00008778	6.346
11.59	0.0001067	6.956
10.27	0.0001256	7.679
8.741	0.0001444	8.515
6.997	0.0001633	9.464
5.039	0.0001822	10.53
2.866	0.0002011	11.7
0.48	0.00022	12.99

4. Finally, manually type in the headings for each column, and adjust the look of the columns as much as you want until the table looks nice. The final result is shown below.

$h_{\text{pump,u,supply}}$ [m]	$\dot{V}$ [ $\text{m}^3/\text{s}$ ]	$h_{\text{pump,u,system}}$ [m]
14.25	0.00005	5.464
13.58	0.00006889	5.848
12.69	0.00008778	6.346
11.59	0.0001067	6.956
10.27	0.0001256	7.679
8.741	0.0001444	8.515
6.997	0.0001633	9.464
5.039	0.0001822	10.53
2.866	0.0002011	11.7
0.48	0.00022	12.99

### To copy images of EES windows as image files:

- The easiest free way to copy an EES window as an image file is to use the program called MWSnap. This is a freeware program (donations accepted), that can be downloaded:
  - Go to <http://www.mirekw.com/>
  - Click on MWSnap under Windows Freeware and then download it and install it as usual.
- Run EES, and have the desired window visible on your monitor.
- Start MWSnap, select the Window/menu option on the left, and Snap window/menu. This option snaps whatever window you choose, simply by clicking on the window.
- For example, I chose the EES Equation window for a simple example equation, and then repeated it for the Formatted equation window. MWSnap created two images, which I saved as gif files, and inserted into this document:



I have found that the gif format does a pretty good job and has the smallest file size.