ExCompTool - User Guide & Security Runbook

What is ExCompTool?

ExCompTool is a web-based Excel comparison tool designed to help business users, managers, and executives easily identify differences between two Excel files.

- No software installation required

- No login needed

- No technical knowledge necessary

Everything runs securely inside your browser.

How to Use ExCompTool

Step 1: Upload Files

- Go to: https://excomptool.ctraltdel.net/

- Click **Upload File 1** and select the first Excel file.

- Click **Upload File 2** and select the second Excel file.

- Supported formats: .xlsx, .xls

Step 2: Compare Files

- Once both files are selected, click the **"Compare Files"** button.

- ExCompTool will automatically compare sheets and cells.

Step 3: Review Results

- View summary cards:
  - Total Sheets Compared
  - Total Differences Found
  - Time Taken

- Detailed Differences Table shows:

- o   Sheet Name

- o   Cell Address

- o   File 1 Value

- o   File 2 Value

Step 4: Export Differences

- Click **"Export Differences"** to download the results as a CSV file.

Export Format

The CSV export includes:

Column	Description
Sheet	Name of the sheet
Cell	Address of the changed cell
File 1 Value	Value in the first uploaded file
File 2 Value	Value in the second uploaded file

Data Security & InfoSec Compliance

🔐 **ExCompTool ensures data privacy:**

- Files are processed **entirely within your browser** (client-side)

- **No files are uploaded** to any external server or cloud

- **No storage** or **network transmission** occurs

- Data is **cleared immediately** when the page is refreshed or closed

✅ Fully compliant with common enterprise InfoSec guidelines for browser-based tools.

Technology Used

- HTML5 / CSS3 / JavaScript
- TailwindCSS for UI styling
- SheetJS (XLSX.js) for Excel processing

Support

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