## FDA Data Mining Tool User Manual

## Extracting the Program

Open the .zip file you downloaded. Inside you will find a folder "dist" containing the executable file. Unzip/extract the "dist" folder anywhere on your PC that you will find convenient. To run the program, navigate to the location where you unzipped the file and double click the program.

## Running the Program

Enter the name of a company within the "Firm Name" field. Click "Run", or press the "Enter" key on your keyboard. A file containing the results will be created in the folder that the executable is located. Files are named according to your search term and the current date and time: "SearchTerm\_DateAndTime.xlsx". This file can be opened natively in Excel or imported into Google Sheets.

## Formatting and Printing

After opening the report in Excel, some cells may not be large enough to fit their contents. In order to adjust this, you can use the following keyboard shortcuts to change the size of the cells (these shortcuts will only work in Excel):

```
Ctrl + A
Alt + H, then Alt + O, then Alt + I
Alt + H, then Alt + W
Alt + H, then Alt + O, then Alt + I
The data will be inside of the cell, regardless of the cell size.
```

You may need to expand columns that run over the standard column length. This is due to the variable length of descriptions per company and device. **Printing the document must be done from Excel or Google Sheets.**