

# Export Search Results to Excel

## DISPLAYED GRAPHIC

## TRANSCRIPT

Contract Number	Company ID	Contract Name	Drop Code	Drop Date	Contract Date	Effective Date
ACQ 000-0676	COI	CLEARINGHOUSE AUCTION-12/09/09			11/30/2009	1/1/2010
ACQ 000-0676A	COI	WILLISCHILD O&G, ET AL (VIA AU			11/30/2009	1/1/2010
ASN 000-2481	COI	AZTEC EXPL, INC/CELLC/WASHITA			12/17/2007	7/1/2007
ASN 000-2498	COI	SLADE, JEFF			1/18/2008	7/1/2007
ASN 000-2765	COI	CULEBRA O&G, LLC/CELLC/WASHITA			5/19/2008	1/1/2008
ASN 000-2798	COI	LAVETA PETRO, INC/ CELLC/WASHA			5/16/2008	1/1/2008
ASN 000-2900	COI	BLAZER 1980 DRLG PRGM, LTD/CEL			5/20/2008	1/1/2008
ASN 000-2908	COI	WRIGHT ALLYN EST/CELLC/WASHITA			1/1/2008	1/1/2008
ASN 000-4612	COI	MACK NATURAL GAS/CELLC/WASHITA			10/28/2011	7/1/2011
ASN 43409-0079	COI	CELLC/CHK GRANITE WASH TRUST			11/16/2011	7/1/2011
ASN 43409-0080	COI	CELLC/CHK GRANITE WASH TRUST			11/16/2011	7/1/2011
ASN 43409-0081	COI	CELLC/CHK ESP HOLDING CORP			11/16/2011	7/1/2011
ASN 43409-0082	COI	CELLC/CHK ESP HOLDING CORP			11/16/2011	7/1/2011
ASN 43409-0083	COI	CHK ESP HOLDING/CHK GRANITE WA			11/14/2011	7/1/2011
ASN 512-0196	COI	ROCK ISLAND 1980/CELP			3/8/2001	1/1/2001
ASN 927-0034	COI	AZTEC EXPLOR/CELLC/WASHITA			2/25/2008	2/25/2008
ASN 927-0047	COI	CELLC/CI/JUDY 1-15H			1/23/2009	4/11/2008

**Narrator:** In the Data Grid, check any or all the checkboxes next to the Contract Number(s) to select the contract(s) to export.

Contract Number	Company ID	Contract Name	Drop Code	Drop Date	Contract Date	Effective Date
ACQ 000-0676	COI	CLEARINGHOUSE AUCTION-12/09/09			11/30/2009	1/1/2010
ACQ 000-0676A	COI	WILLISCHILD O&G, ET AL (VIA AU			11/30/2009	1/1/2010
ASN 000-2481	COI	AZTEC EXPL, INC/CELLC/WASHITA			12/17/2007	7/1/2007
ASN 000-2498	COI	SLADE, JEFF			1/18/2008	7/1/2007
ASN 000-2765	COI	CULEBRA O&G, LLC/CELLC/WASHITA			5/19/2008	1/1/2008
ASN 000-2798	COI	LAVETA PETRO, INC/ CELLC/WASHA			5/16/2008	1/1/2008
ASN 000-2900	COI	BLAZER 1980 DRLG PRGM, LTD/CEL			5/20/2008	1/1/2008
ASN 000-2908	COI	WRIGHT ALLYN EST/CELLC/WASHITA			1/1/2008	1/1/2008
ASN 000-4612	COI	MACK NATURAL GAS/CELLC/WASHITA			10/28/2011	7/1/2011
ASN 43409-0079	COI	CELLC/CHK GRANITE WASH TRUST			11/16/2011	7/1/2011

**Narrator:** On the Analysis Toolbar, click the Excel Export Dropdown List. The Excel Export Dropdown List expands.

Contract Number	Company ID	Contract Name	Drop Code	Drop Date	Contract Date	Effective Date
ACQ 000-0676	COI	CLEARINGHOUSE AUCTION-12/09/09			11/30/2009	1/1/2010
ACQ 000-0676A	COI	WILLISCHILD O&G, ET AL (VIA AU			11/30/2009	1/1/2010
ASN 000-2481	COI	AZTEC EXPL, INC/CELLC/WASHITA			12/17/2007	7/1/2007
ASN 000-2498	COI	SLADE, JEFF			1/18/2008	7/1/2007
ASN 000-2765	COI	CULEBRA O&G, LLC/CELLC/WASHITA			5/19/2008	1/1/2008
ASN 000-2798	COI	LAVETA PETRO, INC/ CELLC/WASHA			5/16/2008	1/1/2008
ASN 000-2900	COI	BLAZER 1980 DRLG PRGM, LTD/CEL			5/20/2008	1/1/2008
ASN 000-2908	COI	WRIGHT ALLYN EST/CELLC/WASHITA			1/1/2008	1/1/2008
ASN 000-4612	COI	MACK NATURAL GAS/CELLC/WASHITA			10/28/2011	7/1/2011
ASN 43409-0079	COI	CELLC/CHK GRANITE WASH TRUST			11/16/2011	7/1/2011

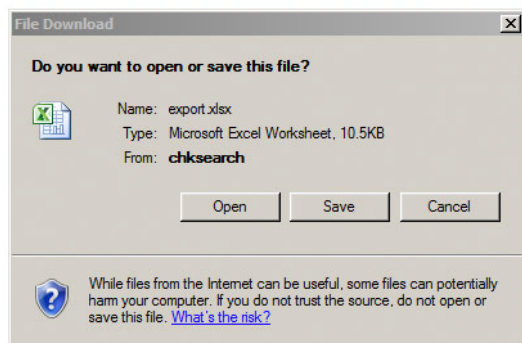
**Narrator:** At this point, you can choose between either, Use Current Columns to export current columns displayed, or Choose Columns, to customize the exported columns. In this example we will click, Use Current Columns.

# Export Search Results to Excel

## DISPLAYED GRAPHIC

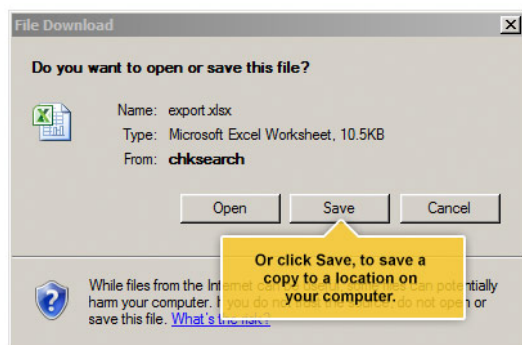
## TRANSCRIPT

**Narrator:** A File Download dialog box displays with information about the generated Excel export file.



A new browser window opens and a File Download dialog box displays with information about the generated Excel export file.

**Narrator:** Click Open (or Save, to save a copy to a location on your computer).

A screenshot of an Excel spreadsheet titled "export[1].xlsx - Microsoft Excel". The spreadsheet contains a table with 12 columns: Contract Number, Contract Image, Company ID, Contract Name, Drop Code, Drop Date, Contract Date, Effective Date, Expiration Date, Contract Type, Contract Status, and XRef Lease Name. The data includes various contract entries with details like contract numbers, company names, and dates.

	A	B	C	D	E	F	G	H	I	J	K	L
	Contract Number	Contract Image	Company ID	Contract Name	Drop Code	Drop Date	Contract Date	Effective Date	Expiration Date	Contract Type	Contract Status	XRef Lease Name
1	Contract Number	Contract Image	Company ID	Contract Name	Drop Code	Drop Date	Contract Date	Effective Date	Expiration Date	Contract Type	Contract Status	XRef Lease Name
2	ACQ 000-0576	Image Link	COI	CLEARINGHOUSE AUCTION-12/09/09			11/30/2009	1/1/2010		ACQUISITION	ACTIVE-INCOM	HODGES, C V
3	ACQ 000-0576A	Image Link	COI	WILLISCHILD O&G, ET AL (VA AU			11/30/2009	1/1/2010		ACQUISITION	ACTIVE-INCOM	HODGES, C V
4	ASN 000-2481	Image Link	COI	AZTEC EXPL INC/CELLC/WASHITA			12/17/2007	7/1/2007	12/31/2078	ASSIGNMENT	ACTIVE	HODGES, C V
5	ASN 000-2498	Image Link	COI	SLADE, JEFF			1/18/2008	7/1/2007		ASSIGNMENT	ACTIVE-INCOM	HODGES, C V
6	ASN 000-2765	Image Link	COI	CULEBRA O&G, LLC/CELLC/WASHITA			5/19/2008	1/1/2008		ASSIGNMENT	ACTIVE	HODGES, C V
7	ASN 000-2798	Image Link	COI	LAVETA PETRO, INC/ CELLC/WASHITA			5/16/2008	1/1/2008		ASSIGNMENT	ACTIVE	HODGES, C V
8	ASN 000-2900	Image Link	COI	BLAZER 1980 DRUG PRGM, LTD/CEL			5/20/2008	1/1/2008		ASSIGNMENT	ACTIVE	HODGES, C V
9	ASN 000-2908	Image Link	COI	WRIGHT ALLYH EST/CELLC/WASHITA			1/1/2008	1/1/2008		ASSIGNMENT	ACTIVE	HODGES, C V
10	ASN 000-4612	Image Link	COI	MAOK NATURAL GAS/CELLC/WASHITA			10/28/2011	7/1/2011	12/31/2078	ASSIGNMENT	ACTIVE	HODGES, C V
11	ASN 43409-0079	Image Link	COI	CELLC/CHK GRANITE WASH TRUST			11/16/2011	7/1/2011	12/31/2078	DIVESTITURE	ACTIVE-INCOM	HODGES, C V
12	ASN 43409-0080	Image Link	COI	CELLC/CHK GRANITE WASH TRUST			11/16/2011	7/1/2011	12/31/2078	DIVESTITURE	ACTIVE-INCOM	HODGES, C V
13	ASN 43409-0081	Image Link	COI	CELLC/CHK E&P HOLDING CORP			11/16/2011	7/1/2011	6/30/2031	DIVESTITURE	ACTIVE-INCOM	HODGES, C V
14	ASN 43409-0082	Image Link	COI	CELLC/CHK E&P HOLDING CORP			11/16/2011	7/1/2011	6/30/2031	DIVESTITURE	ACTIVE-INCOM	HODGES, C V
15	ASN 43409-0083	Image Link	COI	CHK E&P HOLDING/CHK GRANITE WA			11/14/2011	7/1/2011	7/1/2031	DIVESTITURE	ACTIVE-INCOM	HODGES, C V
16	ASN 512-0106	Image Link	COI	ROCK ISLAND 1980/CELP				1/1/2001		ASSIGNMENT	ACTIVE	HODGES, C V
17	ASN 927-0034	Image Link	COI	AZTEC EXPLOR/CELLC/W				2/25/2008		ASSIGNMENT	ACTIVE	HODGES, C V
18	ASN 927-0047	Image Link	COI	CELLC/CI/UDY 1-15H				4/11/2008		FOUNDER CONVEYANCE	ACTIVE	HODGES, C V
19	JDA 512-0344	Image Link	COI	AN-SON/ELPASO, ETAL				11/1/1980		JOINT OPERATING AGREEMENT	ACTIVE	HODGES, C V

From here you can conduct further data analysis on the search results.

**Narrator:** The file opens in Excel. From here you can conduct further data analysis on the search results.