SAS®9 ODS RTF Tip Sheet

Action Syntax

```
ods rtf <(<ID=>identifier)> <action>;
```

If you use the ODS RTF statement without an action or options, then it opens the RTF destination and creates RTF output.

Actions

close
closes the RTF destination and the file that is associated with it. You cannot print the file until you close the destination.

exclude *exclusions(s)* | **all** |**none**
excludes output objects from the RTF destination.

select *selections(s)* | **all** |**none**
selects output objects for the RTF destination.

show
writes the current selection or exclusion list for the RTF destination to the SAS® log.

RTF and SAS/GRAPH®

RTF supports three device types, SASEMF, PNG, and JPEG. SASEMF might print best; it is the default graphics device when none is specified.

The following goptions produce better RTF output in PORTRAIT mode.

```
goptions reset=goptions device=sasemf
   target=sasemf xmax=7.5in ymax=10in;
```

The following goptions produce better RTF output in LANDSCAPE mode.

```
goptions reset=goptions device=sasemf
   target=sasemf xmax=10in ymax=7.5in;
```

For complete information, refer to the Base SAS® documentation at
support.sas.com/base

SAS®9

ODS RTF Tip Sheet

This tip sheet places frequently used information in one place, on one sheet of paper, so you don't have to search through the online documentation. It also gives you something to take home, type in, and try.

This tip sheet presents the most common statements and attributes used in creating output with the ODS RTF statement. This statement opens, manages, or closes the RTF destination, which produces RTF output, a form of output that is read by Microsoft Word.

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Basic Usage

```
ods rtf <option(s)>;
… procedure code …
ods rtf close;
```

Common Options

anchor="a*nchor-name"*
specifies the root name for the anchor tag that identifies each output object.

columns=*n*
specifies the number of columns to create on each page of output.

file="*filename"*
specifies the name of the file that will contain the output tables.

newfile=proc| table | bygroup | none
controls when a new RTF file is started.

startpage=no | now | yes
controls page breaks.

style=*style-definition*
specifies the style definition to use.

text="*text-string"*
inserts a text string into your output.

ODS RTF Examples

This code snippet will create the output file "output.rtf" with a simple table of five observations.

```
ods rtf file="output.rtf";
proc print data=sashelp.class(obs=5);
run;
ods rtf close;
```

Obs	Name	Sex	Age	Height	Weight
1	Alfred	M	14	69.0	112.5
2	Alice	F	13	56.5	84.0
3	Barbara	F	13	65.3	98.0
4	Carol	F	14	62.8	102.5
5	Henry	M	14	63.5	102.5

This code snippet will create the output file "style.rtf" with a simple table of five observations using the style template "Ocean":

```
ods rtf file="style.rtf" style=Ocean;
proc print data=sashelp.class(obs=5);
run;
ods rtf close;
```

Obs	Name	Sex	Age	Height	Weight
1	Alfred	M	14	69.0	112.5
2	Alice	F	13	56.5	84.0
3	Barbara	F	13	65.3	98.0
4	Carol	F	14	62.8	102.5
5	Henry	M	14	63.5	102.5

RTF Metadata Options

author="*author-text"*
inserts the text string, that you specify as author, into the metadata of a file.

operator="*subject-text"*
inserts the text string, that you specify as the subject, into the metadata of a file.

title="*title-text"*
inserts the text string, that you specify as the title, into the metadata of a file.

RTF Specific Options

bodytitle
Titles and footnotes will occur as text in the RTF file and not be used for Microsoft Word header and footer controls.

prepage="text-string"
specifies a text string that occurs before a table on a page.

sasdate
The date embedded in the RTF file will be the date from the SAS log and not the date that the RTF file is opened.

RTF Table of Contents Options

contents
inserts a first page on the RTF document that has RTF specifications to create a Table of Contents from information embedded in the RTF file.

toc_data
notoc_data
allows the embedding of table of contents information in the RTF file. The option can be toggled during the SAS® process creating the RTF file. In SAS 9.1.3, toc_data was the default. In SAS 9.2, the default was changed to notoc_data.

Since the Table of Contents is not created until the document is opened in Word, several files created by SAS can be merged together in Word and a new updated Table of Contents can be created by re-issuing the field instruction embedded on the leading Table of Contents page.

The Table of Contents page is created by right-clicking under the Table of Contents title on the first page. A pop menu suggests several actions. Choose "Update Field".