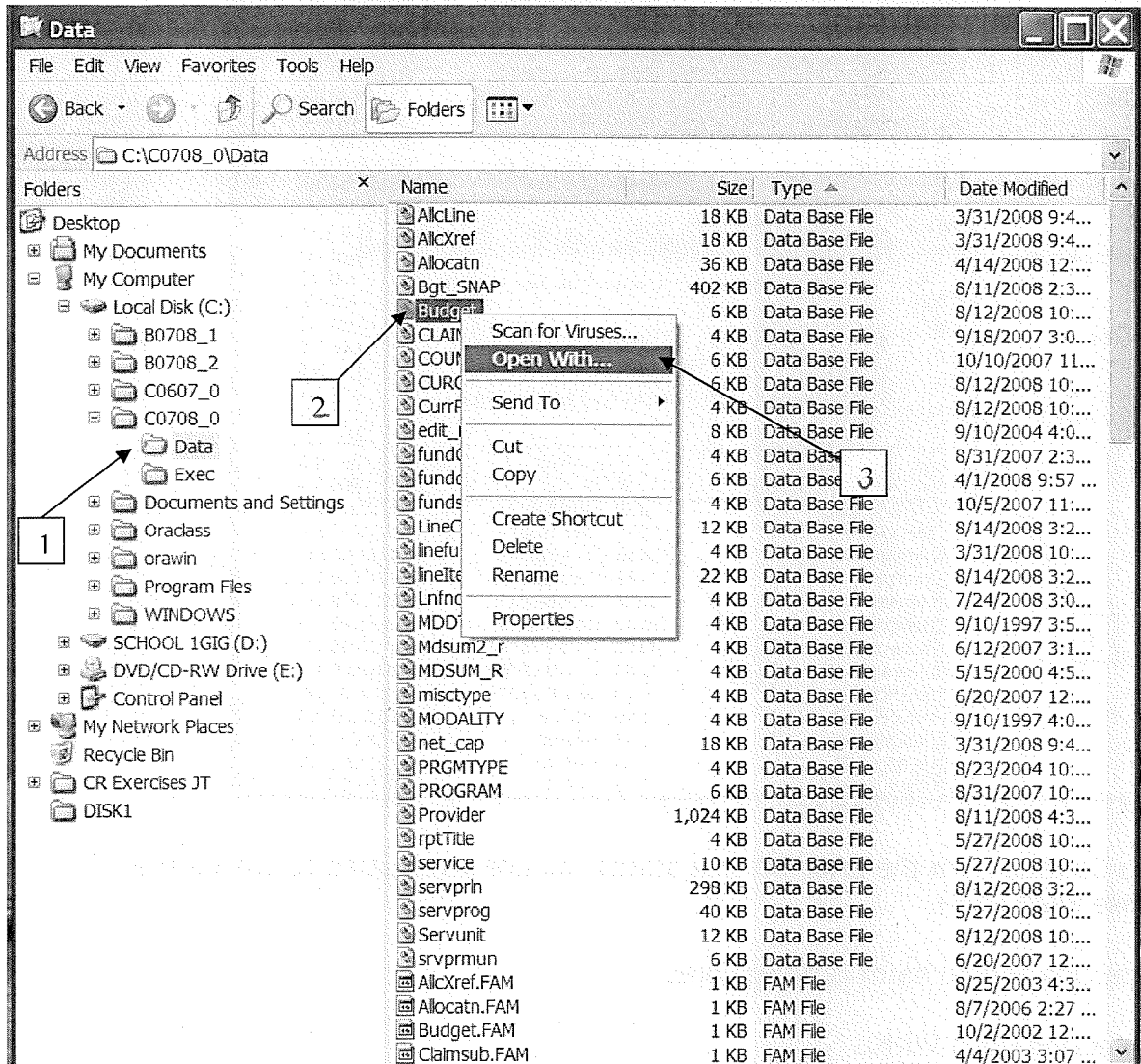


# Valuable Tool Tip – using EXCEL to sort data from Paradox for easy answers.



Depending where the file is loaded, <sup>1</sup> (in this case it is found on the C:\ drive) the Cost Report will be found in the C0708\_0 folder. Located inside the Data sub-directory is a file titled Budget. Right click on the file and select Open With...

1. If the Cost Report is loaded on a network or any drive other than C:\ the user will need to start in that particular location to find the C0708\_0 program. It may require assistance from the county IT department to find the location of the C0708\_0 program.

