

### Quick Start:

- Make sure the macros are enabled by going to the Office button at top left, Excel Options... > Trust Center > Trust Center Settings... > Macro Settings > choose Enable all macros. Then RESTART Excel.
- Copy and rename the template fll\_can\_do.xls for the particular class level (101, 103 etc.)
- Create a new sheet in the new CanDo sheet. Paste the data from excel sheet exported from Google Documents into this new sheet. Then select Data > Filter.
- Go to the reporter file: Make sure the options in fll\_reported\_config are set correctly and match the data column names etc.(Section\_Instructor is not Section and Instructor)
- Manually type in the date:
- Click on the run program button
- Sit back and enjoy!

### Configuration explanation:

The Can Do macros are configured from the sheet called fll\_reporter\_config. In this sheet, the A column includes the option names and the B column includes the corresponding values. Here are the options:

- source\_sheet: The name of the sheet with the data in it. Usually Sheet1 if using the fll\_can\_do.xls template, as a new sheet will be named as such.
- filter\_field\_name: The name of the column that you want to generate individual chart sheets for. It is usually the class name (Section and Instructor).
- category\_#: The number # should start from 1 and increment sequentially. The value of this option describes the text that will be associated as the category name. It will be presented accordingly in the presentation sheet.
- category\_#1\_#2: The number #1 is associated with the value described previously on category\_#1, hence it defines a subcategory of number #2 under the category numbered #1. This text also needs to match the name the sections are named in Google Documents, in syntax <subcategory name> [<question>]. This will also make the presentation sheet display properly by associating each question to the correct category and sub-category.
- answer\_#: The possible answers available in the survey. The numbering is similar to category.
- chart\_width: the width of the individual charts in the presentation sheet, in points.
- chart\_height: the height of the charts, in points.
- pres\_col1\_width: the width of the A column on the presentation sheet.
- pres\_a#: The dynamically retrieved content to be printed on the cell A#.
- pres\_a#\_f: The static content to be printed on the cell A#.
- chart\_title\_arg\_#: These arguments will match the column names from the source sheets and get the corresponding values as the Overview Chart title. It will place a space between arguments defined as such on the chart and the # should start from 1 and increase sequentially.
- chart\_title\_arg\_#\_f: Same as chart\_title\_arg, but the value of this option will be fixed, i.e., it will be copied just as the value it is presented in the configuration options.

Ideally, the options that might require to be changed are the `source_sheet`, to make sure it indeed directs to the source sheet of the data; `filter_field_name`, `pres_a#`, and `chart_title_arg_#`, to make sure they match exactly to the desired column names in the source sheet.