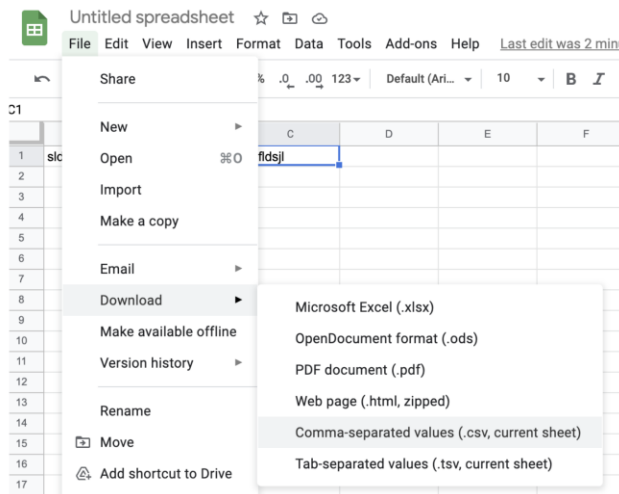


Using Google Sheets

Once you have the data from the download into a Google Sheet, you need to save the file as a CSV file. Do this by:

1. Click on File > Download > Comma-separated values (.csv, current sheet).
2. The new download CSV is saved in your download files
3. Upload the CSV file into ADAM



Using Apple Numbers

Once you have the data from the download into a Numbers page, you need to save the file as a CSV file. Do this by:

1. Click on File > Export To > CSV
2. Choose where you want to save the download
3. Upload the CSV file into ADAM

