How to Convert a TSV File to EXCEL

Drag the TSV file to your Desktop screen.

Open EXCEL, find files on Desktop, and select "All Files" at bottom right.

	~	All Files			\sim
Tools	•	Open	-	Cancel	

Double click the TSV file you want to open. Check "Delimited" and click "Next."

Text Import Wizard - Step 1 of 3	?	×
The Text Wizard has determined that your data is Fixed Width.		
If this is correct, choose Next, or choose the data type that best describes your data.		
Original data type		
Choose the file type that best describes your data:		
Opelimited - Characters such as commas or tabs separate each field.		
O Fixed width - Fields are aligned in columns with spaces between each field.		
Start import at row: 1 File origin: 437 : OEM United States		\sim
My data has headers.		
Preview of file C:\Users\mnuesse\Desktop\F9ADDC1F-4C54-46F5-A128-2F489A87169B.TSV.		
		_
1 STNUM; STNUMEXT; STREET; UNIT; CITY; COUNTYNAME; STATE; ZIPCODE; PLUS4; RE	SOWNER;	0 ^
3 1;;Franklin St;1006;Boston;SUFFOLK COUNTY;MA;02110;1104;U;Gregory	Aggani Aggani	.5
41;;Franklin St;2806;Boston;SUFFOLK COUNTY;MA;02110;1104;U;Samgen	LLC;; ;	1
5 1;;Franklin St;3006;Boston;SUFFOLK COUNTY;MA;02110;1104;U;Han Cha	ng-Chu;	н∨
<	1	>
Cancel < Back <u>N</u> ext >	<u> </u>	sh

Check "Other" and type a semi-colon in the box. Click "Next."

Text Import Wizard - 3	Step 2 of 3							?	×
This screen lets you so preview below.	et the delimiters y	our da	ita contair	ns. You can	see how	your tex	t is affecte	d in the	
Delimiters									
✓ <u>T</u> ab									
Semicolon ITreat consecutive delimiters as one									
<u>C</u> omma <u>S</u> pace	<u>Comma</u> Space Text <u>g</u> ualifier: [▲]								
<mark>⊘</mark> ther: ;	-								
Data <u>p</u> review									
STNUM STNUMEXT	STREET	UNIT	CITY	COUNTYNA	ME	STATE	ZIPCODE	PLUS4	R ^
1	Franklin St Franklin St	1005	Boston	SUFFOLK	COUNTY	MA MA	02110 02110	1104 1104	p
1 1	Franklin St Franklin St	2806 3006	Boston Boston	SUFFOLK SUFFOLK	COUNTY COUNTY	MA MA	02110 02110	1104 1104	0 ~
<						-			>
			Canc	el	< <u>B</u> ack	<u>1</u>	<u>l</u> ext >	Ein	iish

Click "Finish." You EXCEL spreadsheet will now open.

Text Import Wizard - Ste	ep 3 of 3							?	×
This screen lets you select each column and set the Data Format. Column data format General G									
Data greview <u>Seneral Seneral S</u> STNUM STNUMEXT S 1 1 1 5 1 5 1 5 1 5 1 5 1 5 1 5 1 5 1 5 5	eneral TREET Tranklin S Tranklin S Tranklin S Tranklin S	Gener UNIT t 1005 t 1006 t 2806 t 3006	<u>General</u> CITY Boston Boston Boston Boston	General COUNTYNJ SUFFOLK SUFFOLK SUFFOLK SUFFOLK	AME COUNTY COUNTY COUNTY COUNTY	Genera STATE MA MA MA MA	General ZIPCODE 02110 02110 02110 02110	Sener PLUS4 1104 1104 1104 1104	
\$						_		1	2

To add a leading zero for New England zip codes, right click on the first cell in the zip code column.

	Α	В	С	D	E	F	G	Н	1	
1	STNUM	STNUMEX	STREET	UNIT	CITY	COUNTYN	STATE	ZIPCODE	PLUS4	RESC
2	1		Franklin S	1005	Boston	SUFFOLK (MA	2110	1104	U
3	1		Franklin S	1006	Boston	SUFFOLK (MA 🥖	2110	1104	U
4	1		Franklin S	2806	Boston	SUFFOLK (MA	2110	1104	U
5	1		Franklin S	3006	Boston	SUFFOLK (MA	2110	1104	U
6	1		Franklin S	2011	Boston	SUFFOLK (MA	2110	1104	U
7	1		Franklin S	2714	Boston	SUFFOLK (MA	2110	1104	U
8	1		Franklin S	2514	Boston	SUFFOLK (MA	2110	1104	U
9	1		Franklin S	2614	Boston	SUFFOLK (MA	2110	1104	U

Highlight "Custom" and type 0#### in the "Type:" box.

Format Cells							?	×
Number	Alignment	Font	Border	Fill	Protection			
Category: General Number Currency Accounting Date Time Percentage Fraction Scientific Text Special Custom	g e mber format	-Sample 02110 Type: 0#### General 0 0.00 #,##0.0; #,##0.0; #,##0.0; #,##0.0; \$#,##0.0; \$#,##0.0; \$#,##0 \$\$,#}	0 (#,##0) (Red](#,## 0_);(#,##0) 0_);(#,##0) (5,#,##0));[Red](5#, hg one of t	0) 00) ##0.00) ##0)	g codes as a	starting poin	<u>D</u> ele	↓
						ОК	Ca	ncel

Copy and paste the formula to all other cells in the zip code column.

	Α	В	С	D	E	F	G	Н	1	J
1	STNUM	STNUMEX	STREET	UNIT	CITY	COUNTYN	STATE	ZIPCODE	PLUS4	RESOWNE
2	1		Franklin S	1005	Boston	SUFFOLK	MA	02110	1104	U
3	1		Franklin S	1006	Boston	SUFFOLK	MA	2110	 1104	U
4	1		Franklin S	2806	Boston	SUFFOLK	MA	2110	1104	U
5	1		Franklin S	3006	Boston	SUFFOLK	MA	2110	1104	U
6	1		Franklin S	2011	Roston	SLIFFOLK (MΔ	2110	1104	н

Now you can name your file and save it as type: Excel Workbook (*.xlsx)