

List of eCAAT Pro Functions with Brief Descriptions

No.	Panel	Menu	Function	Tool Tips / Brief Descriptions	Type
3	Curate	Remove	Non-Alphabetic Characters	Removes non-alphabetic characters in the selected cells.	F
4	Curate	Remove	Non-Numeric Characters	Removes non-numeric characters in the selected cells.	F
5	Curate	Remove	Non-AlphaNumeric Characters	Removes non-alphabetic and non-numeric characters in the selected cells.	F
6	Curate	Remove	Specific/Special Character(s)	Removes selected characters, numbers & special characters in selected cells.	F
7	Curate	Remove	Multiple Spaces	Removes multiple spaces and replaces them with a single space in the selected cells.	F
8	Curate	Remove	Leading & Trailing Spaces	Removes all spaces before and after the first and last characters respectively in the selected cells.	F
9	Curate	Remove	Ending 'X' Characters	Removes 'X' (specified) number of characters from the right in the current column.	F
10	Curate	Remove	Empty/Blank Row(s)	Deletes all empty/blank rows in the worksheet.	F
11	Curate	Remove	Empty/Blank Column(s)	Deletes all empty/blank columns in the worksheet.	F
12	Curate	Remove	Hidden Rows / Columns	Deletes all hidden rows & columns from the selected range or the entire worksheet.	F
13	Curate	Remove	Ending Empty Rows / Columns	Deletes all empty rows and columns after last used cell in the current worksheet.	F
14	Curate	Remove	Find/Remove Links/Formulas	Finds Links/Formulas with option to remove links/formulas in active worksheet.	F
15	Curate	Remove	External (Hyper) Links	Displays a list of internal and external links in the current worksheet, which can be removed, if required.	F
17	Curate	Transform	Extract Visible Cells	Selects and copies all visible values in the selected workbook.	F
18	Curate	Transform	Fill Selected Cells	Fills value from above cell for all blank cells below it till end of blank cells for selected column(s).	F
19	Curate	Transform	Fill from Above Cells	Fills the selected cells with fixed or increment values.	F
20	Curate	Transform	Harmonise Sheet (s)	Reformats the current worksheet/ workbook (column headings, rows, etc.) automatically as per standard tabular format for performing eCAAT functions.	F
21	Curate	Transform	Fix Date (s)	Coverts dates stored in /text/MSP format to date format for the selected column with option to convert data into specific format.	F
22	Curate	Transform	Extract Specific Data Type	Extracts specific type of data: Numeric, Character or date as selected by user for the slected column(s).	F
23	Curate	Transform	Trim and Clean	Trims and cleans the data in the selected column by removing spaces and special characters.	F

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24	Curate	Transform	Harmonise Data	Harmonises the data of specified column by removing special/specific characters by modifying data in the existing worksheet/column.	F
25	Curate	Transform	Optimise Workbook	Creates a new copy of the current worksheet without references of past version thus optimising file size.	F
26	Curate	Transform	By Group	Splits the current worksheet into multiple worksheets based on each distinct value.	F
28	Curate	Format	Lower Case	Converts text to lower case in the selected cells.	F
29	Curate	Format	Upper Case	Converts text to upper case in the selected cells.	F
30	Curate	Format	Title Case	Converts text to title case in the selected cells where, the first letter of every word is capitalised.	F
31	Curate	Format	Sentence Case	Converts text to sentence case in the selected cells where, the first letter of the sentence in the cell is capitalised.	F
32	Curate	Format	Round Off	Round numbers to specific decimal values with option to round up/down and round even/odd for selected column(s).	F
35	Profile	Statistics	Highlight (-Ve)/Unique Nos.	Highlights negative numbers / unique values in the selected numeric columns.	F
36	Profile	Statistics	Highlight Function Errors	Highlights functions errors in the current worksheets.	F
37	Profile	Statistics	Top / Last X	Displays the topmost or bottommost 'x' number of records in a column.	F
38	Profile	Statistics	Column Statistics	Displays column-wise statistics of numeric, date and character data.	F
39	Profile	Statistics	Column Properties	Shows column properties such as number of valid cells, blank cells, total cells and data type of all columns.	F
40	Profile	Statistics	Row Properties	Displays the current row's values with formula and data type and also allows row navigation.	F
42	Profile	Stratify	Numeric	Groups numeric data into different strata based on intervals.	F
43	Profile	Stratify	Date	Groups dates into different strata based on intervals.	F
44	Profile	Stratify	Character	Groups characters into different strata based on intervals.	F

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45	Profile	Stratify	Aging	Computes difference of selected two date columns & stratifies on specified intervals for computed date difference.	F
47	Profile	Summarize	Quick	Groups each distinct value in a numeric column and displays corresponding count and sum with options to perform further analysis by computing on selected fields/compare with other existing/result fields to identify exceptions.	F
48	Profile	Summarize	Classify	Groups each distinct value in a character column and displays corresponding count/ sum with option to display average, min. & max. value for each group with options to perform further analysis by computing on selected fields/compare with other existing/result fields.	F
49	Profile	Summarize	Group By	Groups each distinct value for selected column (s) (character/numeric/date) and displays corresponding count/ sum with option to display average, min. & max. value for each group with options to perform further analysis by computing on selected fields/compare with other existing/result fields.	F
50	Profile	Summarize	Aging	Groups and totals all records that are within and beyond the aging date based on the specified aging intervals.	F
51	Profile	Summarize	Totals	Displays count/sum of values in the selected numeric range/columns with options to perform further analysis by computing on selected fields/compare with other existing/result fields.	F
52	Profile	Summarize	Cum./Sub Total	Displays cumulative total or sub-total for the selected numeric column.	F
53	Profile	Summarize	Quadrants	Displays items in four quadrants as per the specified percentage for each category for selected two numeric columns.	F
56	Analyse	Duplicates	Identify Duplicates	Displays all duplicate records in the selected columns.	F
57	Analyse	Duplicates	Identify Uniques	Displays all records that are unique in the selected columns.	F
58	Analyse	Duplicates	Remove Duplicates	Displays all unique records and one record from each of the duplicate records.	F
59	Analyse	Duplicates	Same Same Different	Displays records where the values in one/more selected columns are same but different in another column.	F
60	Analyse	Duplicates	In Same Row	Displays duplicate values (character/ date/ numeric) in the same row.	F

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62	Analyse	Identify	Format	Identifies the format of each row in the selected column as 'C' for characters and 'N' for numbers with options to show field length and identify exceptions.	F
63	Analyse	Identify	Gaps (Numeric)	Displays all successive numeric records whose difference is within the given interval.	F
64	Analyse	Identify	Gaps (Date)	Displays all successive date records whose difference is within the given interval.	F
65	Analyse	Identify	Gaps (Character)	Displays all successive alphanumeric records whose difference is within the given character mask.	F
66	Analyse	Identify	Outliers (Numeric)	Displays records that exceeds 'x' number of times, the average/standard deviation of the selected numeric column.	F
67	Analyse	Identify	Date Sequence	Finds the difference between two successive dates.	F
68	Analyse	Identify	Numeric Sequence	Displays missing values in a numeric sequence.	F
69	Analyse	Identify	Cell-wise Changes	Compares two worksheets cell-by-cell and highlights all changes or non-changes and displays comments with changes or a list of changes.	F
70	Analyse	Identify	Fuzzy Match Arrange	Displays similarities in two values by eliminating transposition.	F
71	Analyse	Identify	Inconsistent Formulas	Highlights cells that have computations based on inconsistent formula compared to formula of first row of data.	F
72	Analyse	Identify	Inconsistent Date Format	Highlights cells that have dates which are not in conformance with the selected date format.	F
73	Analyse	Identify	Inconsistent Data Format	Highlights cells that have dates which are not in conformance with the selected data format.	F
74	Analyse	Identify	Mandatory Data	Displays rows with cells which have blanks or spaces or both (missing data) for specified columns,	F
76	Analyse	Filter	Filter & Extract	Displays not just rows but the complete voucher details for the specified ledger/field and combination of selected common field(s).	F
77	Analyse	Filter	Dynamic Filter	Displays all the records in the current worksheet in eCAAT's result box, which can then be dynamically filtered.	F
78	Analyse	Filter	Selected Filter	Displays all records that are the same as selected cells.	F
79	Analyse	Filter	Clear Filter	Removes all applied filters.	F
82	Investigate	Compare	Files	Displays the count, sum/difference of two or more similar columns from two different worksheets with options to see results of different types of comparison in a separate workbook.	F
83	Investigate	Compare	Worksheets	Compares all values of two selected worksheets and displays differences between cells, rows added or deleted.	F

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84	Investigate	Compare	Columns	Displays the count, sum/difference of two or more similar columns from same worksheets with options to see results of different types of comparison in a separate workbook.	F
85	Investigate	Compare	CompareNColumn	Compares all values of two selected columns and displays differences between cells, rows added or deleted.	F
86	Investigate	Compare	Values	Displays the count, sum/difference for each of the rows for selected numerical columns based on specified columns from two selected worksheets.	F
87	Investigate	Compare	By Strata	Displays the count, sum/percentage for each of the specified strata for selected numerical columns from two selected worksheets.	F
88	Investigate	Compare	Add Remarks4Condition	Add new column(s) with remarks added (single/multiple) based on manual entry or auto selection, for single or multiple conditions for specified column(s).	F
89	Investigate	Compare	Compute & Compare	Identify exceptions after computing on selected fields/comparing results with other existing/result fields.	F
90	Investigate	Compare	Compute & Validate	Perform computations or/and matching on data in selected fields to confirm , validate, identify exceptions or non-conformances as applicable.	F
91	Investigate	Compare	Compute4Conditions	Displays results with a new column with remarks as applicable and a new column as valid/invalid (meeting/not meeting the conditions) based on compute/compare of selected column(s) and values for single/multiple conditions.	F
93	Investigate	Analyse	MIS	Displays the count, total, minimum, maximum and average of records for the selected period with options to perform further analysis by computing on selected fields/compare with other existing/result fields.	F
94	Investigate	Compare	MIS - Aging	Groups date-related data and displays data in different intervals of data.	F
95	Investigate	Compare	MIS-Day Of Week	Groups and displays data for each day of week in different tabs for each day.	F
96	Investigate	Compare	MIS-Monthly	Groups and displays data in twelve separate tabs for each of the months.	F
97	Investigate	Analyse	3D Reports - MIS	Displays the Month-wise break-up for selected options in MIS reports such as: Day of week, Day of Year, Day of Month, etc.	F
98	Investigate	Analyse	Pareto	Displays items in two separate categories as per the Pareto (80:20) rule/specific percentage given for each category.	F
99	Investigate	Analyse	ABC	Displays items in three separate categories as per the specific percentage given for each category.	F
100	Investigate	Analyse	List To Find	Displays items for selected list for date, numeric or character fields.	F

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No.	Panel	Menu	Function	Tool Tips / Brief Descriptions	Type
101	Investigate	Analyse	List To Delete	Deletes selected list of rows for date, numeric or character data based on specified conditions and creates two new worksheets: List of deleted rows and List after deletion.	F
102	Investigate	Analyse	List To Filter	Filters/Extracts & Displays items for selected field for (single/multiple inputs) of date, numeric or character types.	F
103	Investigate	Analyse	for Crosstab	Displays list of values (trend) in columns for each group of records on specified conditions of occurrence or variance with option to display sparklines or chart.	F
104	Investigate	Analyse	for Sparklines	Displays line chart (sparkline, column, win-lose) or other charts for each of the rows in the selected worksheet with options to display statistics (count, average, minimum, maximum, average and MVF) and combining columns with condition applied for count > 1 and/or variance > specified no. (if required).	F
105	Investigate	Analyse	for Numeric	Displays list of values (trend) in columns for Groups of numeric data as per different strata based on intervals for specified conditions of occurrence or variance with option to display sparklines or chart.	F
106	Investigate	Analyse	for Quadrants	Displays list of values (trend) in columns for selected quadrant for selected columns/group on specified conditions of occurrence or variance with option to display sparklines or charts.	F
108	Investigate	Explore	Relative Size Factor	Displays the variation between highest value and second highest value in terms of difference and multiple (difference/second highest value) for specified numeric column. Includes option to display above values based on lowest/second lowest.	F
109	Investigate	Explore	Max. Variance Factor	Displays variation between maximum and minimum value and the differential factor in multiple (difference/minimum) for specified numeric column. Includes option to display above values for 2nd maximum and 2nd minimum.	F
110	Investigate	Explore	Benford's Law	Displays variance in patterns of numeric data based on Benford's Law.	F
111	Investigate	Explore	Dynamic Query	Displays specific records based on the selected values/ condition.	F
112	Investigate	Explore	Validate Email Ids	Displays whether email ids in the selected column(s) are valid/invalid by verifying the format & domain and provides options to extract them in one/two worksheets alongwith domain summary.	F
113	Investigate	Explore	Validate Patterns	Finds variances in patterns of standard formats such as PAN, TAN, GSTIN, Aadhar numbers and user specified criteria.	F

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114	Investigate	Explore	Validate Mobile Nos.	Displays whether the mobile nos. in the selected column after verifying whether they are valid/invalid based on length (10) ignoring starting digit of 0, 91 and + symbol and considering whether the starting nos is from 6 to 9 only. Users can extract all valid nos. in a separate file.	F
117	Relate	Join Files	Join & Compute	Displays records with sum for selected columns for each of the rows after joining data from two worksheets based on common/ uncommon column values.	F
118	Relate	Join Files	Quick Join	Displays records (fully matched, all in primary, not in primary) by adding selected column (s) from secondary file after matching data from two selected worksheets based on column values.	F
119	Relate	Join Files	Join on Values	Displays records after joining data from two worksheets based on common/ uncommon column values.	F
120	Relate	Join Files	Validate Date	Displays date(s) within or beyond specified date from the primary date column after matching with secondary date column. Option to display dates available in secondary column not available in primary.	F
121	Relate	Join Files	Validate Totals	Matches total of data grouped for two selected columns and displays data for which totals do not tally with option to display details or summary of unmatched items.	F
122	Relate	Join Files	Validate Duplicates	Identifies duplicates values by comparing values of two selected columns and displays results as: "duplicates in both" or "unique in both".	F
123	Relate		Append Files	Displays records after appending multiple worksheets with the same record structure.	F
124	Relate		3-Way Match	Displays records after joining data from up to three worksheets based on common/ uncommon column values.	F
125	Relate		Consolidate Columns	Displays the consolidated count and sum of each distinct value in the selected column in multiple worksheets.	F
127	Templates		eLambda	Provides option to perform selected functions of eCAAT Pro on multiple workbooks/worksheets at one go and displays results in worksheets/workbook. This can be performed for any of the displayed functions of eCAAT which can be selected one at a time as required.	F

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No.	Panel	Menu	Function	Tool Tips / Brief Descriptions	Type
130	Sampling	Selection	Interval	Displays every nth record based on the interval given.	F
131	Sampling	Selection	Numbers	Display specific number of records picked at random/Top 'x' based on number/percentage.	F
132	Sampling	Selection	TotCount	Displays specific number of records from total count of records with option to select based on Groups.	F
134	Sampling	Criteria	Numeric	Displays specific number of records at random selected based on numeric analysis of specified columns.	F
135	Sampling	Criteria	Outliers	Displays specific no. of records selected at random from results of Outlier function.	F
136	Sampling	Criteria	Statistics	Displays specific number of records at random for each of the columns as selected.	F
137	Sampling	Criteria	Duplicates	Displays specific number of records at random for each set of results of duplicates.	F
139	Sampling	Profile	Numeric	Groups numeric data into different strata based on intervals. Records from any strata can be randomly picked based on a specified number or percentage.	F
140	Sampling	Profile	Date	Groups date format data into different strata based on intervals. Records from any strata can be randomly picked based on a specified number or percentage.	F
141	Sampling	Profile	Summarized	Displays specific no. of records selected at random for summarised results.	F
142	Sampling	Profile	Classified	Displays specific no. of records selected at random for classified results.	F
143	Sampling	Profile	Aging (Periodicity)	Displays specific no. of records selected at random for results of aging function.	F
144	Sampling	Profile	MIS Details	Displays specific no. of records selected at random for results of MIS function.	F
145	Sampling	Profile	Quadrants	Displays specific no. of records selected at random for four separate quadrants based on results of two numeric columns.	F
147	Sampling	Analysis	Pareto Details	Displays specific no. of records selected at random for two separate categories as per the Pareto (80:20) rule/specific percentage.	F
148	Sampling	Analysis	ABC Details	Displays specific number of records selected at random for three separate percentage categories as per ABC analysis.	F
149	Sampling	Analysis	RSF Results	Displays specific no. of records selected at random for results generated using Relative Size Factor.	F

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150	Sampling	Analysis	MVF Results	Displays specific no. of records selected at random for results generated using Max. Variance Factor.	F
151	Sampling	Analysis	Benford's Law	Displays specific no. of records selected at random for results of Benford Analysis.	F
154	Utilities	Columns	Split	Segregates a column into two or more columns based on specified criteria.	F
155	Utilities	Columns	Combine	Displays records after combining two/more columns into a single column based on a selected delimiter.	F
156	Utilities	Columns	Re-Arrange	Displays columns as per the specified order.	F
157	Utilities	Columns	Delete Columns	Deletes selected columns with option to save in current/new worksheet.	F
158	Utilities	Columns	Extract Columns	Extract columns from active/selected worksheet with option to re-arrange columns and select data based on range, selection or condition.	F
160	Utilities	Combine/Split	Split as Multiple WB	Split selected worksheets from active workbook into multiple workbooks with single worksheet.	F
161	Utilities	Combine/Split	Combine Multiple WB	Combine selected worksheets from selected workbook(s) into new workbook.	F
162	Utilities	Combine/Split	By Group	Splits the current worksheet into multiple worksheets based on each distinct value.	F
163	Utilities	Combine/Split	By Date	Splits the current worksheet into multiple worksheets based on the selected period.	F
164	Utilities	Combine/Split	By Value(s)	Splits the current worksheet into multiple worksheets based on specified values.	F
166	Utilities	Hide/Unhide	By Panel	Hides or unhides the selected panels of the software.	F
167	Utilities	Hide/Unhide	By Module	Enable or Disable selected module (software) of eCAAT suite as required.	F
170	Documents	Index	Index Sheets	Creates a worksheet with index and statistics of all worksheets in the current workbook.	F
171	Documents	Index	Index WB	Creates a worksheet with index and statistics of all workbooks in the selected folder.	F
172	Documents	Index	Import Filelist	Creates a worksheet with list of files in a selected folder with index.	F
173	Documents	Index	To First Sheet	Navigates to First Sheet of the active workbook.	F
174	Documents	Index	To Last Sheet	Navigates to Last Sheet of the active workbook.	F

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176	Documents	Log	Activities Log	Displays list of functions performed with following details with option to search: Function name, Company name, Time when function was performed, Workbook Name, Worksheet Name and filepath where file is saved.	F
177	Documents	Log	Excel Log	Displays recently opened file history of MS Excel files and file path with option to open files/file location.	F
178	Documents	Log	Audit Log	Displays the audit log details based on the function, No. of Times, File, Workbook and Date when the function was performed.	F
179	Documents	Log	Enterprise Info	Add or edit information about enterprise to be used for printing.	F
180	Documents		Test Data	Opens eCAAT's Sample Data workbook.	F
182	Tools		Rerun	Logs the functions performed in eCAAT Pro and facilitates Rerun/Auto Rerun of the selected tasks. Displays parameteres/usage statistics of functions performed.	F
183	Tools		Refresh	Re-run the last function performed in eCAAT Pro.	F
184	Tools		Auto Open	Opens the specified workbooks whenever Excel is opened.	F