

List of eCAAT Pro Functions with Brief Descriptions

No.	Panel	Menu	Function	Tool Tips / Brief Descriptions	Type
1	Relate			Join, append or compare data in two worksheets based on specific criteria. Functions to perform 3-way matching and consolidate columns.	P
2	Relate	Join Files		Displays results from Joining two worksheets based on specific criteria and provides option to compute based on specified columns.	M
3	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
4	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
5	Relate	Join Files	Join on Values	Displays records after joining data from two worksheets based on common/ uncommon column values.	F
6	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
7	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
8	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
9	Relate		Append Files	Displays records after appending multiple worksheets with the same record structure.	F
10	Relate		3-Way Match	Displays records after joining data from up to three worksheets based on common/ uncommon column values.	F
11	Relate		Consolidate Columns	Displays the consolidated count and sum of each distinct value in the selected column in multiple worksheets.	F
12	Documents			Documentation refers to recording critical steps of data analytics. The functions in this panel help document the steps used during data analytics.	P
13	Documents	Index Menu		Create a list of all worksheets in a workbook or workbooks in a folder.	M
14	Documents	Index	Index Sheets	Creates a worksheet with index and statistics of all worksheets in the current workbook.	F
15	Documents	Index	Index WB	Creates a worksheet with index and statistics of all workbooks in the selected folder.	F
16	Documents	Index	Import Filelist	Creates a worksheet with list of files in a selected folder with index.	F
17	Documents	Index	To First Sheet	Navigates to First Sheet of the active workbook.	F
18	Documents	Index	To Last Sheet	Navigates to Last Sheet of the active workbook.	F
19	Documents	Log Menu		Display the Activities Log, Audit log and Excel log of the current file. Provides Enterprise info for capturing master info of enterprise.	M

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20	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
21	Documents	Log	Excel Log	Displays recently opened file history of MS Excel files and file path with option to open files/file location.	F
22	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
23	Documents	Log	Enterprise Info	Add or edit information about enterprise to be used for printing.	F
24	Documents		Test Data	Opens eCAAT's Sample Data workbook.	F