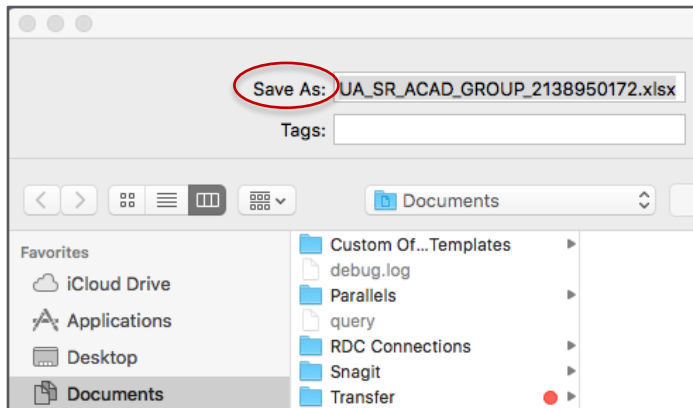


Download from Safari

Download your UAConnect screens to a Microsoft Excel spreadsheet by using the download icon within UAConnect or the download link located in Query Manager or Viewer.

1. Click the **Download icon** or **Download to Excel** link.
2. Safari will open your computer's Finder window for you to **save the Excel file**.



3. Go to the saved file and open.

The image shows a Microsoft Excel spreadsheet with a table. The table has the following data:

	A	B	C	D
1	UA_SR_ACAD_ORG	113		
2	Short Desc	Acad Org	Eff Date	Status
3	AAST	1251	2/15/16	A
4	ACCT	1110	1/1/01	A
5	AEAB	1120	5/9/98	A
6	AECT	1130	8/15/13	A
7	AERO	1140	1/1/01	A