

FFI Excel Data Sheets

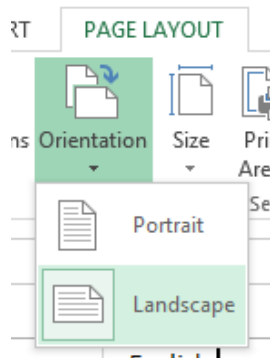
The Excel-based spreadsheets are meant as a starting point for creating your own field data forms. The forms closely match the FFI application data entry forms. There is an Excel-based data sheet for each FFI protocol and each spreadsheet has all the sample attributes and method attributes associated with the protocol. Delete and/or move attribute column headers in the spreadsheets to create a field data form that meets your needs. The only protocol that does not have an Excel-based form is Composite Burn Index because the PDF version has already been customized for that protocol.

For protocols with lots of fields the spreadsheets are set to print in landscape orientation. Protocols with fewer fields will print in portrait orientation. Once the spreadsheet has been modified to include the fields you want you can adjust the print orientation (see below). You will likely need to add or remove rows to fit everything on the number of pages you want the form to be printed on. You may also want to reset the row heights so the cells are large enough to write values in (see below).

If you have a printer that prints duplex you may want to set modify the spreadsheets to print on both sides – either one long form or different forms front and back.

To set up printing:

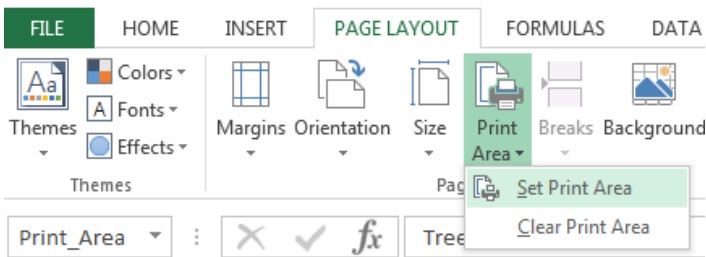
- 1) On the **Page Layout** tab, set **Orientation** to *Landscape* for wide forms or *Portrait* for narrow forms.



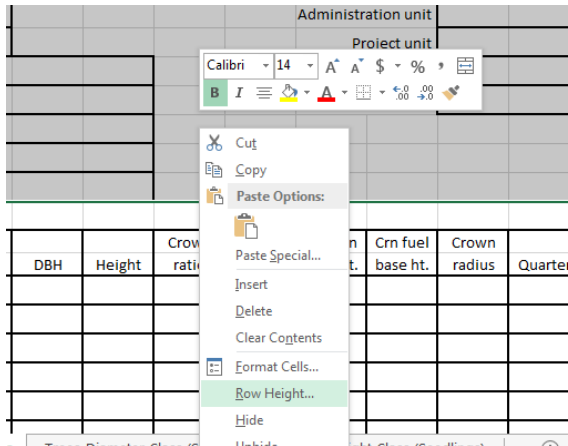
2) Click and drag the mouse cursor to highlight the cells you want to be printed.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Trees Individuals			English		Metric		Page	o f							
2	1 of 3															
3			Plot area							Date						
4			Snag plot area							Administration unit						
5			Break point diameter							Project unit						
6			Collected by							Macro plot						
7			Entered/verified by							Monitoring status						
8			UV1 description													
9			UV2 description													
10			UV3 description													
11																
12						Crown ratio	Crown class	Live crn base ht	Crn fuel base ht	Crown radius	Quarter	Subplot fraction	Age	Growth rate	Mortality Cause	Decay class
13	Tag #	Species	Status	DBH	Height											
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3) On the **Page Layout** tab select **Print Area**, *Set Print Area*.



2) With your cursor in the highlighted area, right-click and select *Row Height*.



3) Enter the row height and click **OK**.

