

Exporting Schedules from Revit

How to Export a Schedule from Revit to Excel


All Autodesk Revit Architecture, MEP and Structures Users

The following information is based on all the Revit platforms Architecture, MEP and Structure up to versions 2012 and has been taken from Autodesk technical information. Please this information is up to date to the date highlighted on the document and may not be compatible with later versions of Revit.

Exporting Schedule

Beam Schedule				
Type Mark	Type	Type Comments	Count	Description
B1	UB356x171x45	Steel 43-275	72	
B2	UB305x127x37	Steel 43-275	35	
B3	UB457x152x67	Steel 43-275	40	
VB1	CHS114.3x5	Steel 50-355	12	

Once you have created a schedule in Revit it should look something like what's shown above.

1. You need to switch to the schedule window you want to export.
2. Go  **Export/Reports/Schedule**.
3. You should have a save dialog box on screen, you need to give the schedule a name and it will be saved as a **.txt** (text file) format.
4. The export schedule dialog box will appear on screen, under **Output options** ► **Field delimiter** drop down the list change it too (,) as shown in below image.

Output options

Field delimiter:

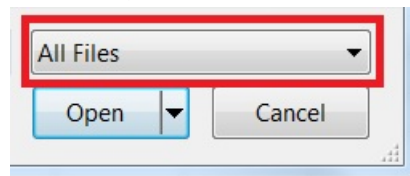
Text qualifier:

- Before you can bring the file into Microsoft Excel you need to the file format. So open the .txt file and click **File ► Save As**, type **.csv** at the end of the file name. As shown in below image, this changes it to a format that can be read in Excel.

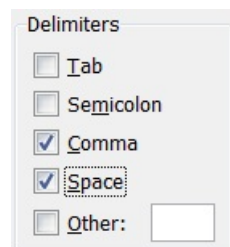


Importing .txt file into Excel

- Open Microsoft Excel.
- To bring the file in go to **File ► Open**, if you can't see the file change the dialog box so you can see *All Files*, then click **Open**. (**Note:** this may differ depending on the version of Excel you have on your machine, the image below is taken from Excel 2010)



- The Text Import Wizard – Step 1 of 3 dialog box will appear on screen, then click **Next**.
- On the next step under Delimiters un-tick **Tab** and tick **Comma** and **Space**, (as shown) then click **Next**.



- Then on the final step click **Finish**.
- All the fields should be shown in columns and will need some tidying up then save as an Excel document. You can then print a **PDF** version and issue to your clients.

	A	B	C	D	E
1	Beam Schedule				
2	Type Mark	Type	Type Comments	Count	Description
3	B1	UB356x171x45	Steel 43-275	72	
4	B2	UB305x127x37	Steel 43-275	35	
5	B3	UB457x152x67	Steel 43-275	40	
6	VB1	CHS114.3x5	Steel 50-355	12	