

# Synkronizer XL 8.0 User Manual





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## 1 Install / Uninstall Synkronizer

## 1.1 Versions

Versions of Synkronizer

There are five different versions of Synkronizer available. These versions contain the following:

	Light	Standard	Premium	Developer	Shareware
	Version	Version	Version	Version	Version
Highlight differences	ü	ü	ü	ü	ü
Create a difference re-		ü	ü	ü	ü
port					
Navigator			ü	ü	ü
Access-, ODBC-Files				ü	ü
Synkronizer VBA				ü	ü
Price	EUR 29	EUR 49	EUR 69	EUR 149	Free! *

\* the shareware version expires 30 days after installation.

Please note that the user manual refers to the developer version only.

Start the file syx180.exe and follow the install instructions.

## 1.2 Installation Instructions

Just follow these easy steps to install Synkronizer:

the installation has been completed successfully.

Installation

1.

2.



Problems with French Excel versions:

If you are working with a French version of Microsoft Excel the following error message may occur:

Open Excel. The menu entry "Synkronizer XL 8.0" appears in the menu "Tools". Now

This workbook has been password protected with an encryption scheme not available in this region. This workbook cannot be opened.

This is an known error by Microsoft and is described in the following articles:

http://support.microsoft.com/default.aspx?scid=kb;EN-US;q278679 http://support.microsoft.com/default.aspx?scid=KB;EN-US;213833

If you are working with Excel 97, you can solve the problem by taking the following steps:

- change the country settings from French to English - open Synkronizer



- reset the country settings

If you are working with Excel 2000 you can solve the problem with the following Microsoft hotfix:

http://www.synkronizer.com/download/RC4Encr.zip

- download the winzip file
- extract and install the hotfix

By taking these steps you will easily solve the password protection problem.

#### 1.3 Install Synkronizer manually

You can also install Synkronizer manually by taking the following steps:

- 1. The install program of Synkronizer copies the Synkronizer files to the directory C:\Programs\Synkronizer XL 8.0.
- 2. Copy the file syxl80.xla and the Synkronizer language files (filetype "slf") to a directory of your preference
- 3. Open Excel and select the menu Tools Add-Ins (if it is not possible to select the menu Add-Ins, open a new Excel worksheet. Now it is possible to select the menu)
- 4. Click on Browse and locate and choose the file syxl80.xla, then click on OK.
- 5. The menu entry "Synkronizer XL 8.0" appears in the menu "Tools". Now the installation has been completed successfully.

## 1.4 Uninstall Synkronizer

Synkronizer is uninstalled with the following instruction: Start  $\rightarrow$  Programs  $\rightarrow$  Synkronizer XL 8.0  $\rightarrow$  Uninstall Synkronizer XL 8.0

#### 1.5 Uninstall Synkronizer Manually

You can also remove Synkronizer manually by taking the following steps:

- 1. Select the menu Tools Add-Ins (if it is not possible to select the menu Add-Ins, open a new Excel worksheet. Now it is possible to select the menu)
- 2. Remove Synkronizer from the add-ins available list.
- 3. Delete all files in the Synkronizer folder. Synkronizer is installed in the following folder: C:\Program Files\Synkronizer XL 8.0



## 2 Synkronizer Main Menu

Start Synkronizer

Synkronizer is started with the menu instruction Tools Synkronizer XL 8.0. An input mask appears, which is divided into three registers. The functions and properties of the Synkronizer main form are explained in the following chapters.

## 2.1 Register "Main Menu"

In the register "Main Menu" you can determine the files and worksheets which are to be compared.

Main Menu Action Settings Color / Langu	age
1st file (Master)	2nd file (Update)
Budget 2004-08.xls	Budget 2004-12.xls
Worksheet(s):	Worksheet(s):
Sheet1	Sheet1
Worksheet options	Action
Worksheets are databases	Comparison type: values
Sort data	
Create a unique index from:	Action:
1st key	Fighlighter
1st key 🔽 2nd key 🔽	<ul> <li>✓ Highlighter</li> <li>✓ Reporter</li> </ul>
1st key 🔽 2nd key 🖵 3rd key 🖵	<ul> <li>✓ Highlighter</li> <li>✓ Reporter</li> <li>✓ Navigator Toolbar</li> </ul>
1st key  2nd key 3rd key 4th key	<ul> <li>Highlighter</li> <li>Reporter</li> <li>Navigator Toolbar</li> <li>All of the above</li> </ul>

The input mask is divided into three areas which are described as follows:

Select files

compare all worksheets

2.1.1 1<sup>st</sup> file (Master) / 2<sup>nd</sup> file (Update)

Here you choose the files to be compared. The "first file" is the "Master" file and contains the older data, the "second file" the newer data or "Update". With the "Open File" buttons you can browse your file system to find the required Excel files.

With the dropdown "Worksheet(s)" you can decide which worksheets are to be compared.

You can either compare two worksheets or all worksheets of both files together. In this case select "(all worksheets)". Synkronizer then compares all worksheets with identical worksheet names.



	File Types
	If you are working with Excel XP (Version 10.0) and the "Developer Version" of Synk- ronizer, the following file types are also supported:
	File type:File extension:Access databases*.mdb, *.mdeExternal databases*.odc, *.udl, *.dsnText files*.txt, *.csv, *.prn, *.tabWebpages*.htm, *.html, *.mht, *.mhtmXML files*.xml (Excel XP)
Access and ODBC- Databases	Note: If you wish to compare an Access or other ODBC databases, the data will be imported as snap- shot. Please note that Synkronizer only compares Excel copies of the databases. This means that a maximum of 65,535 data records may be compared and that the databases can- not be updated. The option for updating the external databases will be included in a future ver- sion of Synkronizer.
Worksheet properties	2.1.2 Worksheet options
	Here you can determine the worksheet properties:
normal worksheets	"normal" worksheets are ordinary worksheets which do not contain column headings and primary keys (IDs). Please note that the data should not be sorted.
Databases	Databases are Excel worksheets, that contain a database structure. The data must be arranged as follows:
	The first row contains unique column names.
primary key	• The database contains one column with primary keys (unique identification number, article number etc.). A primary key identifies the data records and facilitates the sorting and synchronizing of your data. The primary key does not need to be a single column, it can also be formed from two or three columns (e.g. family name, first name and city). Disadvantage of multiple column primary keys: duplicate indexes may occur.
duplicate indexes	• Duplicate indexes are data records, which contain the same identification number. Assuming the primary key is formed from the family and first name, if you have several customers called "John Miller" in your database, Synkronizer will not know which data records are to be compared. Make sure that you always operate with unique primary keys.
	Once you have followed all steps as noted above, Synkronizer will recognize all differences be- tween the two files and list them accordingly.
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	Checkbox "Sort data:" If this checkbox is selected, the data are sorted according to the primary key. Otherwise no sor- ting is done.
	2.1.3 Action Here you can select the Action to be taken by Synkronizer. You can also determine whether the comparison should be made based on (1) values, (2) formulas or (3) comments.
Comparison type	Comparison Type Synkronizer compares the data using the following criteria:
	<ul> <li>"normal" values</li> <li>"case sensitive" values</li> <li>"normal" formulas</li> <li>"case sensitive" formulas</li> <li>comments</li> </ul>
	Difference between "normal" and "case sensitive" comparisons You can compare either "normal" or "case sensitive" cell entries. If you make a "normal" com- parison, Synkronizer ignores differences between small and capital letters (e.g. "John Miller", "JOHN MILLER"), however with a "case sensitive" comparison all differences are recognized.
Comparison	Difference between values and formulas The two examples below illustrate the differences between values and formulas.
by values	The January turnover increases from \$10.00 to \$10.50. Accordingly, the first quarter turnover changes from \$30.00 to \$30.50. Based on a value comparison the difference between the quarterly amounts is highlighted as monetary differences.
Comparison by formulas	The formula comparison on the other hand only recognizes the January difference, as the for- mula for the first quarter is identical.



Compariso	on by values:		
Old		New	
	Turnover		Turnove
January	10.00	January	10.50
February	11.00	February	11.00
March	9.00	March	9.00
1st Quarter	30.00	1st Quarter	30.50
Compariso	n by formula	s:	
Old		New	
	Turnover		Turnov
January	10.00	January	10.50
February	11.00	February	11.00
March	9.00	March	9.00

# Comparison by comments

With a comparison by comments, all comments are compared. Values or formulas are ignored.

Synkronizer performs the following functions:

- Highlighter
- Reporter
- Navigator Toolbar
- All of the above...

In chapter 3 of the user manual the actions are described in detail.



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In this register you can determine how Synkronizer is to display the data.

Form Display dif

Display differences		Synkronizer XL 8.0 (Developer Version)									
		Main Menu Action Settings Color / Languag	e		1						
		How should differences be display	ed?								
		Remove original background colors?	( yes	C no							
		Highlight differences?	• yes	C no							
		Which data should be displayed?									
			1st file	2nd file							
		Unmatched columns	<b>V</b>	<b>v</b>							
		Unmatched rows	<b>v</b>	<b>V</b>							
		Duplicate indexes	<b>V</b>	<b>V</b>							
		Different cells	<b>v</b>	V							
		Identical cells	<b>v</b>	V							
		DELETE identical data instead of HIDING it?	C yes	● no							
Differences to be highlighted	<ul> <li>2.2.1 Remove original background colors?</li> <li>Here you can select whether Synkronizer removes the background color of the cells befor lighting the differences.</li> <li>2.2.2 Highlight differences?</li> <li>If you select "yes" the differences in the underlying worksheets are highlighted.</li> </ul>										
Rows to be hidden	2.2.3 Which	n data should be displayed?									
	<ul> <li>With this function you determine whether Synkronizer displays, hides or deletes data. For each file you can determine individually which data to be shown (1st file = Master, 2nd File = Up date). If the checkboxes are marked, the desired data are shown, otherwise they are hidden o deleted.</li> <li>The following options can be selected:</li> </ul>										
	Unmatched columns If these checkboxes are selected, deleted or added columns are shown. If not, columns will be hidden or deleted.										
					April 2004 - Page 9						



Unmatched rows If you select these checkboxes, deleted or added rows are displayd.

Duplicate indexes A database comparison can result in the creation of duplicate indexess. If you desire to see these duplicate indexes, mark these checkboxes.

Different cells If you select these checkboxes, all rows with different cell entries are displayed.

Identical cells All rows with no differences are shown, if you select this checkbox.

DELETE identical data instead of HIDING it? Here you can determine whether non-marked data are to be hidden or deleted. The deletion of the desired data is only possible with the "Highlighter".



Show columns / rows

If the columns and/or rows are hidden and to be shown, please proceed as follows:

- 1. Select the entire worksheet (Keyboard Shortcut Ctrl-A)
- 2. Execute the following menu instruction: Format  $\rightarrow$  Rows  $\rightarrow$  Unhide



## 2.3 Register "Color / Language"

In this form you can select the language and color settings.

glish 💌
0.xla

#### 2.3.1 Color Settings

In this section you can determine the colors, with which Synkronizer highlights the differences. To change a color, just click with the mouse on the appropriate color surfaces (left) and select then the desired color (right).

### 2.3.2 Language Settings

Here you can change the language settings. The language data are stored in the same folder in which Synkronizer is installed (normally C:\Program Files\Synkronizer XL 8.0\). The language files have the extension "slf". At the moment, Synkronizer is available in the following languages:

- English
- German
- Spanish
- French
- Italian
- Dutch
- Swedish
- Polish



The languages are being constantly extended. New languages can be downloaded at <a href="http://www.synkronizer.com/">http://www.synkronizer.com/</a>

Free registration for translators!

We will give you a free Synkronizer registration (Developer Version) if you help us translate Synkronizer material into your native language.

Just send us a mail at support@synkronizer.com for your free copy. Before starting your translation, please contact us for detailed instructions.



## 3 Action

Highlight Differences

#### 3.1 Highlighter

If you choose this action, Synkronizer just highlights the differences in the underlying work-sheets:

	A	В	С	D	E	F	G	Н	1	J
81	1975	279'090	332'332	-53'242	216'633	271'892	-55'260	62'458	60'440	2'018
82	1976	298'060	371'792	-73'732	231'671	302'183	-70'512	66'389	69'609	-3'220
83	TQ	81'232	95'975	-14'744	63'216	76'555	-13'339	18'016	19'421	-1'405
84	1977	355'559	409'218	-53'659	278'741	328'502	-49'760	76'817	80'716	-3'899
85	1978	399'561	458'746	-59'186	314'169	369'089	-54'920	85'391	89'657	-4'266
86	1979	463'302	504'032	-40'729	365'309	404'054	-38'745	97'994	99'978	-1'984
87	1980	517'112	590'947	-73'835	403'903	476'618	-72'715	113'209	114'329	-1'120
88	1981	599'272	678'249	-78'976	469'097	543'053	-73'956	130'176	135'196	-5'020
89	1982	617'766	745'755	-127'989	474'299	594'351	-120'052	143'467	151'404	-7'937
90	1983	600'561	808'385	-207'822	453'242	661'277	-208'035	147'320	147'108	212
91	1984	666'486	851'874	-185'388	500'411	686'061	-185'650	166'075	165'813	262
92		734'088	946'423	0	547'918	769'615	-221'698	186'171	176'807	9'363
93	1986	769'215	990'460	-221'244	568'986	806'962	-237'976	200'228	183'498	16'731
94	1987	854'353	1'004'122	-149'769	640'951	810'290	-169'339	213'402	193'832	19'570
95	1988	909'303	1'064'489	-155'187	667'812	861'798	-193'986	241'491	202'691	38'800
96	1989	991'190	1'143'683	-152'493	727'525	932'772	-205'247	263'666	210'911	52'754
97	1990	1'031'969	1'253'198	-221'229	750'314	1'028'133	-277'819	281'656	225'065	56'590
98	1991	1'055'041	1'324'403	-269'361	761'157	1'082'716	-321'559	293'885	241'687	52'198
99	1992	1'091'279	1'381'684	-290'404	788'853	1'129'345	-340'492	302'426	252'339	50'087
100	1993	1'154'401	1'409'512	-255'110	842'467	1'142'925	-300'457	311'934	266'587	45'347
101	1994	1'258'627	1'461'902	-203'275	923'601	1'182'530	-258'929	335'026	279'372	55'654
102	1995	1'351'830	1'515'837	-164'007	1'000'751	1'227'173	-226'422	351'079	288'664	62'415
103	1996	1'453'062	1'560'572	-107'510	1'085'570	1'259'668	-174'098	367'492	300'904	66'588
104	1997	1'579'292	1'601'282	-21'990	1'187'302	1'290'656	-103'354	391'990	310'626	81'364
105	1998	1'721'798	1'652'619	69179	1'305'999	1'336'015	-30'016	415'799	316'604	99'195
106	1999	1'827'454	1'701'932	125'522	1'382'986	1'381'154	1'832	444'468	320'778	123'690
107	2000	2'025'218	1'788'826	236'392	1'544'634	1'458'061	86'573	480'584	330'765	149'819
108	2001	1'991'030	1'863'926	127'104	1'483'511	1'516'933	-33'422	507'519	346'993	160'526
109	2002 estimate	1'946'136	2'052'320	-106'184	1'428'938	1'690'621	-261'683	517'198	361'699	155'499
110	2003 estimate	2'048'060	2'128'230	-80'170	1'502'717	1'761'470	-258'753	545'343	366'760	178'583
111	2004 estimate	2'175'354	2'189'095	-13'741	1'601'882	1'810'132	-208'250	573'472	378'963	194'509
112	2005 estimate	2'338'035	2'276'896	61'139	1'729'842	1'885'468	-155'626	608'193	391'428	216'765
113	2006 estimate	2'455'301	2'369'105	86'196	1'821'637	1'963'396	-141'759	633'664	405'709	227'955
114	2007 estimate	2'571'672	2'467'702	103'970	1'906'373	2'045'777	-139'404	665'299	421'925	243'374
115	2008 estimate	2'571'672	2'467'702	103'970	1'906'373	2'045'777	-139'404	665'299	421'925	243'374
116	* \$500 thousand o	or less.								

117 Note: Budget figures prior to 1933 are based on the "Administrative Budget" concepts rather than the "Unified Budget"

Differences are highlighted with the following colors:

- orange for different cell entries
- light blue for deleted columns and rows
- green for added and columns and rows
- lavender for duplicate indexes

At one glance Synkronizer clearly displays all differences and you can decide with which version of the worksheet you wish to proceed.

The colors listed above are the default values, you can specify your own color settings as described in section 2.3 Register " Color / Language".

#### Versions:

Versions

The action "Highlight Differences" can be used with all versions of Synkronizer.



Create a Difference Report

## 3.2 Create a Difference Report

If desired, you can display the result of the comparison in a reader friendly difference report. On this report you not only see the rows or columns deleted and/or added, but also each individual cell with different values. The difference report displays the values entered in worksheet 1 and worksheet 2. This report is a great help in tracing differences and updating your Excel files.

Difference R	eport	SY		
Comparison type: values			21.05.2004 1	19:33
Budget 2004-08.xls	;	Budget	: 2004-12.xls	
H:\Documents\Budget 20	104-08.xls	H:\Docum	nents\Budget 2004-12.xls	
21.05.2004 19:24:01		21.05.2004	14 19:24:02	
synkronized workshe	eets		these worksheets were comp	ared
▼ Sheet1		•	Sheet1	
worksheets: sheet	1 / sheet1 (55)			•
unmatched rows (1/2	)	t	these rows were found in only one of the worksł	heets
row 12	,	<u>row 5</u> <u>row 115</u>		
different values (52)			these cells have different v	alues
A3         Year           B90         600562           A92         1985           D92         -212334           D93         -221245           B108         1990866           D108         126940		<u>A3</u> <u>B90</u> <u>D92</u> <u>D93</u> <u>B108</u> D108	Fiscal Year 600561 -221244 1991030 127104	



#### Versions:

The action "Create a Difference Report" can be used with the following versions of Synkronizer:

- Standard Version
- Premium Version
- Developer Version



Navigator Toolbar

## 3.3 Navigator Toolbar

The third function of Synkronizer is the "Navigator" toolbar: After the comparison process the worksheets are displayed vertically or horizontally and a user friendly tool bar is displayed, with which you can easily navigate through the differences.

8	🕙 Master: Budget 2002-44.xls (Cell B90)								Amendments: Budget 2002-45.xls (Cell B90)								
	A	в	С	D	E	F	C.			A		В	С	D	E	F	G
85	1978	399'561	458'746	Synke	onizer Anal	¥7Pľ							- 46	-59186	314'169	369'089	-54'92
86	1979	463'302	504'032	-4	0.70/					4	C1		A 54 32	-40'729	365'309	404'054	-38'74
87	1980	517'112	590'947	-100	<b>∃</b> 0/% ▼	14 4 6		<b>N</b> 01	r 55   🔽	<b>T</b>	Snow	/ Update *	37 👫 🕺	-73'835	403'903	476'618	-72'71
88	1981	599'272	678'249	-78'976	469'097	543'053	-7:	88	1981			599'272	678'249	-78'976	469'097	543'053	-73'95
89	1982	617'766	745'755	-127'989	474'299	594'351	-121	89	1982			617'766	745'755	-127'989	474'299	594'351	-120'05
90	1983	600'562	808'385	-207'822	453'242	661'277	-20	90	1983			600'561	808'385	-207'822	453'242	661'277	-208'03
91	1984	666'486	851 874	-185'388	500'411	686'061	-18:	91	1984			666'486	851'874	-185'388	500'411	686'061	-185'65
92	1985	734'088	946'423	-212'334	547'918	769'615	-22 <sup>.</sup>	92	2			734'088	946'423	0	547'918	769'615	-221'69
93	1986	769'215	990'460	-221'245	568'986	806'962	-23	93	1986			769'215	990'460	-221'244	568'986	806'962	-237'97
94	1987	854'353	1'004'122	-149'769	640'951	810'290	-16!	94	1987			854'353	1'004'122	-149'769	640'951	810'290	-169'33
95	1988	909'303	1'064'489	-155'187	667'812	861'798	-19:	95	1988			909'303	1'064'489	-155'187	667'812	861'798	-193'98
96	1989	991'190	1'143'683	-152'493	727'525	932'772	-20:	96	1989			991'190	1'143'683	-152'493	727'525	932'772	-205'24
97	1990	1'031'969	1'253'198	-221'229	750'314	1'028'133	-27	97	1990			1'031'969	1'253'198	-221'229	750'314	1'028'133	-277'81
98	1991	1'055'041	1'324'403	-269'361	761'157	1'082'716	-32	98	1991			1'055'041	1'324'403	-269'361	761'157	1'082'716	-321'55
99	1992	1'091'279	1'381'684	-290'404	788'853	1'129'345	-341	99	1992			1'091'279	1'381'684	-290'404	788'853	1'129'345	-340'49
100	1993	1'154'401	1'409'512	-255'110	842'467	1'142'925	-301	10	0 1993			1'154'401	1'409'512	-255'110	842'467	1'142'925	-300'45
101	1994	1'258'627	1'461'902	-203'275	923'601	1'182'530	-25	101	1 1994			1'258'627	1'461'902	-203'275	923'601	1'182'530	-258'92
102	1995	1'351'830	1'515'837	-164'007	1'000'751	1'227'173	-221	10:	2 1995			1'351'830	1'515'837	-164'007	1'000'751	1'227'173	-226'42
103	1996	1'453'062	1'560'572	-107'510	1'085'570	1'259'668	-17-	10:	3 1996			1'453'062	1'560'572	-107'510	1'085'570	1'259'668	-174'09
104	1997	1'579'292	1'601'282	-21'990	1'187'302	1'290'656	-10:	10	4 1997			1'579'292	1'601'282	-21'990	1'187'302	1'290'656	-103'35
105	1998	1'721'798	1'652'619	69179	1'305'999	1'336'015	-31	10:	5 1998			1'721'798	1'652'619	69179	1'305'999	1'336'015	-30'01
106	1999	1'827'454	1'701'932	125'522	1'382'986	1'381'154		10	6 1999			1'827'454	1'701'932	125'522	1'382'986	1'381'154	1'83
107	2000	2'025'218	1'788'826	236'392	1'544'634	1'458'061	81	10	7 2000			2'025'218	1'788'826	236'392	1'544'634	1'458'061	86'57
108	2001	1'990'866	1'863'926	126'940	1'483'347	1'517'088	-3:	10	8 2001			1'991'030	1'863'926	127104	1'483'511	1'516'933	-33'42
109	2002 estimate	1'946'136	2052320	-106'184	1'428'938	1'690'781	-261	10	9 2002 e	estima	ate	1946136	2052320	-106184	1'428'938	1'690'621	-261'68
110	2003 estimate	2'048'049	2128219	-80170	1'502'706	1761627	-26	11	U 2003 e	estima	ate	2'048'060	2128230	-80170	1.502717	1761470	-25875
111	2004 estimate	2175342	2189083	-13741	1'601'870	1'810'288	-20	11	1 2004 6	estima	ate	2175354	2189095	-13741	1'601'882	1'810'132	-208/25
112	2005 estimate	2'338'022	2'276'883	61'139	1729829	1'885'623	-15:	11.	2 2005 e	estima	ate	2'338'035	2'276'896	61139	1'729'842	1'885'468	-155'62
113	2006 estimate	2'455'287	2'369'091	86196	1/821/623	1963'550	-14	11:	3 2006 6	estima	ate	2'455'301	2'369'105	86196	1/821/637	1'963'396	-14175
114	2007 estimate	2571657	2'467'687	103970	1906358	2/045/930	-13	11.	4 2007 6	estima	ate	2571672	2'467'702	103'970	1906373	2'045'777	-13940
115	* \$500 thousand o	riess.		l	due la later 2	- Dualaat"		11:	5 2008 e	estima	ate	2'571'672	2'467'702	103'970	1'906'373	2'045'777	-139'40
116	Note: Budget figure	es prior to 19	333 are bas	ed on the "A	dministrativ	e Hudget" c	oncep:	111	6 * \$500	) thou:	sand o	or less.					
117	Sheet1/			•			•	<u>11</u>  ∎	7   Note: E ◀ ▶ ₱	Budge	et fiqur e <b>et 1</b> /	es prior to 1	933 are bas	ed on the "A	\dministrati\	/e Budget" c	oncepts r:

Detailed information is described in chapter 4 Navigator.



#### Versions:

The "Navigator" can be used with the following versions of Synkronizer:

- Premium Version
- Developer Version

## 3.4 All of the above...

This option highlights the differences, creates an Excel report and then automatically starts the Navigator toolbar.



## 4 Navigator Toolbar

Certainly the most comfortable function of Synkronizer is the "Navigator" toolbar. After the comparison process the worksheets are displayed vertically or horizontally and a user friendly tool bar is displayed, with which you can easily navigate through the differences. Synkronizer ensures that both tables are displayed on your screen in order for you to directly compare all differences. At this point you can decide with which version you wish to continue. With mouse-clicks you can transfer values from table 1 to table 2 or vice versa. This is the quickest way to eliminate all differences and within a short period of time you will have your Excel worksheet perfectly updated.

After the comparison process the worksheets are tiled vertically and a user friendly tool bar appears:

2	Master: Budget	2004-08.xls	(Cell B90)					Upo	late: Bu	dget 200	)4-12.xls ((	Cell B90)				
	A	В	С	D	E	F	( <del></del>			A	В	С	D	E	F	G
85	1978	399'561	458'746	604.08	24.44.60	260/000	<i>z</i> –	05	1070		200%64	450746	-59'186	314'169	369'089	-54'92
86	1979	463'302	504'032	Synkro	nizer Navig	ator						032	-40'729	365'309	404'054	-38'74
87	1980	517'112	590'947		87% 🗸		- <b>F</b> - <b>F</b>	of 59	5 🔶 🔶	Show ,	/ Update 👻 🔄	🄉 🚺 947	-73'835	403'903	476'618	-72'71
88	1981	599'272	678'249	10310	403037	343033	- ( -	00	1301		333272	070 249	-78'976	469'097	543'053	-73'95
89	1982	617'766	745'755	-127'989	474'299	594'351	-121	89	1982		617'766	745'755	-127'989	474'299	594'351	-120'05
90	1983	600'562	808'385	-207'822	453'242	661'277	-20	90	1983		600'561	808'385	-207'822	453'242	661'277	-208'03
91	1984	666'486	851'874	-185'388	500'411	686'061	-18:	91	1984		666'486	851'874	-185'388	500'411	686'061	-185'65
92	1985	734'088	946'423	-212'334	547'918	769'615	-22 <sup>-</sup>	92			734'088	946'423	0	547'918	769'615	-221'69
93	1986	769'215	990'460	-221'245	568'986	806'962	-23	93	1986		769'215	990'460	-221'244	568'986	806'962	-237'97
94	1987	854'353	1'004'122	-149'769	640'951	810'290	-16!	94	1987		854'353	1'004'122	-149'769	640'951	810'290	-169'33
95	1988	909'303	1'064'489	-155'187	667'812	861'798	-19:	95	1988		909'303	1'064'489	-155'187	667'812	861'798	-193'98
96	1989	991'190	1'143'683	-152'493	727'525	932'772	-20:	96	1989		991'190	1'143'683	-152'493	727'525	932'772	-205'24
97	1990	1'031'969	1'253'198	-221'229	750'314	1'028'133	-27	97	1990		1'031'969	1'253'198	-221'229	750'314	1'028'133	-277'81
98	1991	1'055'041	1'324'403	-269'361	761'157	1'082'716	-32	98	1991		1'055'041	1'324'403	-269'361	761'157	1'082'716	-321'55
99	1992	1'091'279	1'381'684	-290'404	788'853	1'129'345	-341	99	1992		1'091'279	1'381'684	-290'404	788'853	1'129'345	-340'49
100	1993	1'154'401	1'409'512	-255'110	842'467	1'142'925	-30	100	1993		1'154'401	1'409'512	-255110	842'467	1'142'925	-300'45
101	1994	1'258'627	1'461'902	-203'275	923'601	1'182'530	-25	101	1994		1'258'627	1'461'902	-203'275	923'601	1'182'530	-258'92
102	1995	1'351'830	1'515'837	-164'007	1'000'751	1'227'173	-221	102	1995		1'351'830	1'515'837	-164'007	1'000'751	1'227'173	-226'42
103	1996	1'453'062	1'560'572	-107/510	1'085'570	1259668	-17-	103	1996		1'453'062	1'560'572	-107/510	1'085'570	1'259'668	-1/4/09
104	1997	1'579'292	1'601'282	-21'990	1'187'302	1'290'666	-10:	104	1997		1'579'292	1'601'282	-21'990	1'187'302	1'290'656	-103'35
105	1998	1721798	1652619	69179	1'305'999	1336015	-31	105	1998		1721798	1652619	69779	1'305'999	1.336/015	-30'01
106	1999	1'827'454	1701932	125'522	1.382.986	1'381'154		106	1999		1'827'454	1701932	125522	1'382'986	1'381'154	1.83
107	2000	2/025/218	1788826	236'392	1544634	1458'061	81	107	2000		2/025/218	1788826	236'392	1544634	1'458'061	86'57
108	2001	1990866	1863926	126'940	1483347	1517088	-3.	108	2001		1991030	1863926	12/104	1483511	1516933	-33'42
109	2002 estimate	1946136	2052320	-106184	1428938	1690781	-20	109	2002 es	timate	1946136	2052320	-106184	1428938	1 090 021	-20108
110	2003 estimate	2048049	2128219	-80170	1502706	1/01/02/	-25	110	2003 85	timate	2048060	2128230	-80170	1502717	1761470	-20879
112	2004 estimate	2175342	2189083	-13741	1/720/020	1810288	-206	112	2004 85	timate	2175354	2189095	-13741	1 601 882	1810132	-208 23
112	2005 estimate	2 3 3 8 0 2 2	2270 883	01139	1/29829	1880.023	-10:	112	2005 85	timate	2 3 3 8 0 3 9	2270890	01139	1729842	1 885 468	-100.02
113	2000 estimate	2400207	2/467/697	102/070	1/02/1023	2/046/020	12	114	2000 88	timate	2400 301	2/467/702	102'070	1021037	2'046'777	120/40
115	* \$500 thoucand	2371037	2407.007	103970	1 300 330	2 040 930	- 13:	115	2007 85	timate	2/571/672	2407702	103970	1 900 37 3	2'045'777	1 20/40
116	115 * \$500 thousand or less. 116 Note: Budget fource prior to 1922 are based on the "Administrative Budget" concern						115 Z008 estimate   Z 571 67 Z  Z 467 70 Z  103'97 0  1'906'37 3  Z'045'777  -139'40						-13840			
117	r Note, Duuget ligt		abb ale bas	eu on lite A	unninstidti	շ սասկել է	uncep	110	10 * \$500 tribusario or less.							
H I	A N Sheet1	/		1.1			- TÉ	117	INULE: BU	iuge(11qu Sheet 1	res prior to 1 /	acciate bas	ied on the "A	vurninistrativ	e Buddet c	uncepts ra
1.4	a r r laneeti	/						1	- • • • \	oneet1,	/					

## 4.1 Tool Bar

The Navigator tool bar is as follows:

Syn	kron	izer Navig	ator									-
		100% 👻	H		6	•	H	of 55	+	+	Show / Update 🝷	🆄 🃭
1)	2)	3)	4)	5	6	7)	8)	9)	10)	11)	12)	13) 14)

Description symbols

Navigator

tool bar

The Navigator tool bar contains the following functions:

#### 1 - 2) Tile worksheets

By using these buttons you can tile the worksheets vertically (1) or horizontally (2).

Navigator worksheets view



3)	Zoom With this command you can zoom the worksheets.
4 - 8)	Navigation command With these commands you can navigate through each difference (commands 4, 5, 7, 8) or jump directly to a particular difference (6).
9)	Total differences This describes the total number of differences found between the two files.
10)	Update "Update" With this command the differences are transferred from the "Master"-file (left) to the "Update" file (right). This overwrites the change with the original data.
	Note: only the highlighted difference is updated.
11)	Update "Master" With this command the differences are transferred from the "Update"-file (right) to the "Master" file (left). This overwrites the original data with the updated data.
	Note: only the highlighted difference is updated.
12)	Show / Update If you click on this switching surface a menu appears with which you can show/hide the data and update them.
13)	Remove background color By using this command the background color of the differences will be deleted. All other background colors remain unchanged.
14)	Close tool bar With this command the tool bar will be closed.



	114:4 4.4 1 111 4 1	db		
	Which data should be displa	ayed?		
		1)		
	Unmatched rows	2)		
	Duplicate indexes	3)		
	Different values	4)		
	Update Master (1st)	6) <b>•</b>	Added columns 8)	
	Update Update (2nd)	<u></u>	Added rows 9)	
			Different values 10)	
			Formats 11)	
<ul> <li>file) colums are s</li> <li>2) Unmatched row With this option</li> <li>3) Duplicate index With a database</li> </ul>	shown. vs , deleted and/or added r xes comparison duplicates ca	ows are sh an occur. A	own. According to whether this menu c	optio
marked or not, d	luplicates are visible (or r	not).		
4) Different values With this selection	s on, rows with different c	ell values (	or formulas or comments) are sho	own.
5) Unchanged rov Unchanged rows select this menu.	vs s contain the same data in	n both file	s. These rows can be shown or no	ot if y



Update Master	4.2.2 Update Master
	In this menu (6) you can update the "Master" file (table left hand side) by using the following functions:
	8) Added columns the added columns (of the file "Update") can be added to the "Master"-file. The columns will be transferred from the right to the left worksheet.
	9) Added rows the added rows (of the file "Update") can be added to the "Master"-file. The rows will be transferred from the right to the left worksheet.
	10) Different values the cells, which contain different values, can be transferred to the "Master"-file. The differ- ences can be transferred directly or by manual confirmation.
	11) Formats the cell formats can be transferred from the "Update"-file to the "Master"-file.
	the following formats will be transferred: - number - alignment - font - border - patterns - protection
	these formats remain unchanged: - merged cells
Update "Update"	4.2.3 Update "Update"
	Within this menu (7) you can update the "Update"-file. The menu functions are identical with the menu "Update Master" with the difference that the data are transferred from the "Master"-file to the "Update"-file (or from left to right).
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	5 Synkronizer	with Visual Basic for Applications						
	Synkronizer can also b vantage that recurring	be controlled using Visual Basic for Applications (VBA). This has the ad- , standardized or complex comparison processes can be automated.						
Versions	Versions: Synkronizer VBA can • Developer Ve	be used with the following version of Synkronizer:						
	5.1 Syntax							
Syntax	The syntax of the Syn	kronizer functions is as follows:						
	Synkronizer(sFileOld As String, _ sFileNew As String, _ sSheetOld As Variant, _ sSheetNew As Variant, _ Optional sRangeOld As String, _ Optional sRangeNew As String, _ Optional sKeyFields As String, _ Optional iCompareType As Integer, _ Optional iActionFlags As Integer, _ Optional sReportFile As String) As Variant							
	5.2 Return Value	9						
Return Value	The return value of the Synkronizer function is presented as follows :							
	False	Synkronizer could not interpret one or more of the arguments or errors during processing.						
		Synkronizer found no differences and returns an empty string.						
	Character sequence	Synkronizer detected differences and returns the differences in a charac- ter sequence, whereby the individual differences are separated by commas and semicolons.						
		Example: Synkronizer returns the following character sequence:						
		new rows,5;different cell values,14						
		This means that Synkronizer could detect 5 new lines and 14 different cell values.						
		April 2004 - Page 20						

Arguments



#### 5.3 Arguments The function contains the following arguments. sFileOld File (incl. Path) of the 1<sup>st</sup> file (Master). You can use Excel-, text- and odc-files. Access databases must be entered in an odc file. File (incl. Path) of the 2<sup>nd</sup> file (Update). sFileNew sSheetOld Worksheet name or number of the 1<sup>st</sup> file. You can enter the following values: 1 the first worksheet of the 1<sup>st</sup> file will be compared 3 the third worksheet of the 1<sup>st</sup> file will be compared "sheet1" the worksheet with the caption "sheet1" will be compared all worksheets will be compared. sSheetNew Worksheet name or number of the 2<sup>nd</sup> file. sRangeOld Optional. A1-Range of 1<sup>st</sup> worksheet. If this argument is empty, all cells will be compared. Optional. A1-Range of 2<sup>nd</sup> worksheet. aRangeNew sKeyFields Optional. If you want to make a database-comparison, please enter the names of the keys in this section. The keys are divided with semicolons ";" (e.q. Family name; Fist name; City). If you do not make a databasecomparison, leave the field empty. iCompareType Optional. This argument contains the comparison function. You can enter the following arguments: comparison by "normal" values 1 2 comparison by "case sensitive" values 3 comparison by "normal" formulas comparison by "case sensitive" formulas 4 5 comparison by comments If the argument is empty, a comparison by "normal" values is executed (see also 2.1.3 Action). **i**ActionFlags Optional. This argument contains the action function. You can enter the following arguments: 1 the differences are highlighted 2 a difference report is created 4 Navigator toolbar The values can be combined. E.g. if a 3 is entered, then the differences are highlighted and a difference report is provided. If the field is empty, the differences are highlighted.



filename ort.xls).



	5.4 Using Synkronizer in your VBA Scripts							
	To execute Synkronizer with VBA, set a reference to Synkronizer in your scripts. To set a reference, proceed as follows:							
	1. open the Excel worksheet that contains the VBA script							
	2. open the VBA Editor (Keyboard Shortcut Alt-F11)							
	<ol> <li>set the focus to your VBA script</li> <li>go to the Tools menu and select References</li> </ol>							
	5. find 'SynkronizerXL' in the list, and put a check next to it							
	Now you are able to use the Synkronizer-function. You can see some examples of VBA scripts below. Please feel free to use them.							
VBA Examples	5.5 VBA-Examples							
	5.5.1 Example 1							
	This example highlights the differences between the worksheets named "Addresses" in the files FileOld and FileNew.							
	Public Sub Example_1() Dim varSynk As Variant							
	On Error GoTo Err_Message							
	<pre>varSynk = Synkronizer(sFileOld:="C:\Documents\FileOld.xls", _</pre>							
	Select Case varSynk							
	Case False MsgBox "Error", _							
	vbOKOnly + vbExclamation Case ""							
	MsgBox "No differences noted", _ vbOKOnly + vbInformation							
	Case Else MsgBox "Synkronizer found differences:" & _ Chr(10) & Chr(10) & varSynk, _ wb0K0nlw + wbInformation							
	End Select							
	Exit Sub							
	Err_Message:							
	MsgBox Err.Description, vbOKOnly + vbExclamation							
	End Sub							
	April 2001 Dage 22							



5.5.2 Example 2 This example highlights the differences in all worksheets of the two files. Public Sub Example\_2() Dim varSynk As Variant On Error GoTo Err\_Message varSynk = Synkronizer(sFileOld:="C:\Documents\FileOld.xls", \_ sFileNew:="C:\Documents\FileNew.xls", \_ sSheetOld:="", \_ sSheetNew:="") Select Case varSynk Case False MsgBox "Error", \_ vbOKOnly + vbExclamation Case "" MsgBox "No differences noted", \_ vbOKOnly + vbInformation Case Else MsgBox "Synkronizer found differences:" & \_ Chr(10) & Chr(10) & varSynk, \_ vbOKOnly + vbInformation End Select Exit Sub Err\_Message: MsgBox Err.Description, vbOKOnly + vbExclamation End Sub



5.5.3 Example 3

This procedure compares the first worksheet of both Excel files and creates a difference report called "Report.xls".

```
Public Sub Example_3()
   Dim varSynk As Variant
    On Error GoTo Err_Message
    varSynk = Synkronizer(sFileOld:="C:\Documents\FileOld.xls", _
                          sFileNew:="C:\Documents\FileNew.xls", _
                          sSheetOld:=1, _
                          sSheetNew:=1,
                          iActionFlags:=2,
                          sReportFile:="C:\Documents\Report.xls")
    Select Case varSynk
        Case False
           MsgBox "Error", _
                  vbOKOnly + vbExclamation
        Case ""
            MsgBox "No differences noted", _
                    vbOKOnly + vbInformation
        Case Else
            MsgBox "Synkronizer found differences:" & _
                   Chr(10) & Chr(10) & varSynk, _
                  vbOKOnly + vbInformation
    End Select
    Exit Sub
Err_Message:
    MsgBox Err.Description, vbOKOnly + vbExclamation
End Sub
```



#### 5.5.4 Example 4

This example compares the formulas of the databases "Addresses". The primary key is "ID". The differences are highlighted in both files.

```
Public Sub Example_4()
   Dim varSynk As Variant
    On Error GoTo Err_Message
    varSynk = Synkronizer(sFileOld:="C:\Documents\FileOld.xls", _
                          sFileNew:="C:\Documents\FileNew.xls", _
                          sSheetOld:="Addresses", _
                          SSheetNew:="Addresses", _
                          sKeyFields:="ID", _
                          iCompareType:=3)
    Select Case varSynk
        Case False
           MsgBox "Error", _
                  vbOKOnly + vbExclamation
        Case ""
            MsgBox "No differences noted", _
                    vbOKOnly + vbInformation
        Case Else
            MsgBox "Synkronizer found differences:" & _
                   Chr(10) & Chr(10) & varSynk, _
                  vbOKOnly + vbInformation
    End Select
    Exit Sub
Err_Message:
    MsgBox Err.Description, vbOKOnly + vbExclamation
End Sub
```



#### 5.5.5 Example 5

This procedure compares the comments of the databases "Addresses". The keys are "Familyname" and "Firstname". The differences are highlighted in both files.

```
Public Sub Example_5()
   Dim varSynk As Variant
    On Error GoTo Err_Message
    varSynk = Synkronizer(sFileOld:="C:\Documents\FileOld.xls", _
                          sFileNew:="C:\Documents\FileNew.xls", _
                          sSheetOld:="Addresses", _
                          sSheetNew:="Addresses",
                          sKeyFields:="Familyname;Firstname", _
                          iCompareType:=5)
    Select Case varSynk
        Case False
           MsgBox "Error", _
                  vbOKOnly + vbExclamation
        Case ""
            MsgBox "No differences noted", _
                    vbOKOnly + vbInformation
        Case Else
            MsgBox "Synkronizer found differences:" & _
                   Chr(10) & Chr(10) & varSynk, _
                  vbOKOnly + vbInformation
    End Select
    Exit Sub
Err_Message:
    MsgBox Err.Description, vbOKOnly + vbExclamation
End Sub
```



```
5.5.6 Example 6 (Compare Multiple Files)
Compare multiple files
                    This procedure compares one Master-file (Master.xls) with all files within the folder
                    "C:\Documents\New\" and produces a difference report for every comparison. The difference
                   reports are saved in the folder "C:\Documents\Reports\".
                   Public Sub Example_6()
                       Dim varSynk As Variant
                        Dim strFileOld, strFileNew As String
                        Dim strFolderNew As String
                        Dim strFolderReport As String
                        Dim strFileReport As String
                        On Error GoTo Err_Message
                        Set a = Application
                        strFileOld = "C:\Documents\Old\Master.xls"
                        strFolderNew = "C:\Documents\New\"
                        strFolderReport = "C:\Documents\Reports\"
                        strFileNew = Dir(strFolderNew & "*.xls")
                        Do While strFileNew <> ""
                            strFileReport = "Difference Report " & strFileNew
                            varSynk = Synkronizer(sFileOld:=strFileOld, _______)
                                                    sFileNew:=strFolderNew & strFileNew, _
                                                    sSheetOld:=1, _
                                                    sSheetNew:=1,
                                                    iActionFlags:=2,
                                                    sReportFile:=strFolderReport & strFileReport)
                            If varSynk = False Then End
                            Workbooks(strFileNew).Close SaveChanges:=True
                            Workbooks(strFileReport).Close
                            strFileNew = Dir
                        Loop
                        Exit Sub
                   Err_Message:
                        MsgBox Err.Description, vbOKOnly + vbExclamation
                   End Sub
                                                                                        April 2004 - Page 28
```