

## Procedure to combine daily CSV's to forma a single monthly CSV CDR

Before starting the procedures below, make sure you have logged into the FTP site and downloaded the daily CDR zip files and have them in a folder on your computer desktop named CDR.

### Windows how to:

#### First we must unzip the files.

This can be accomplished two ways.

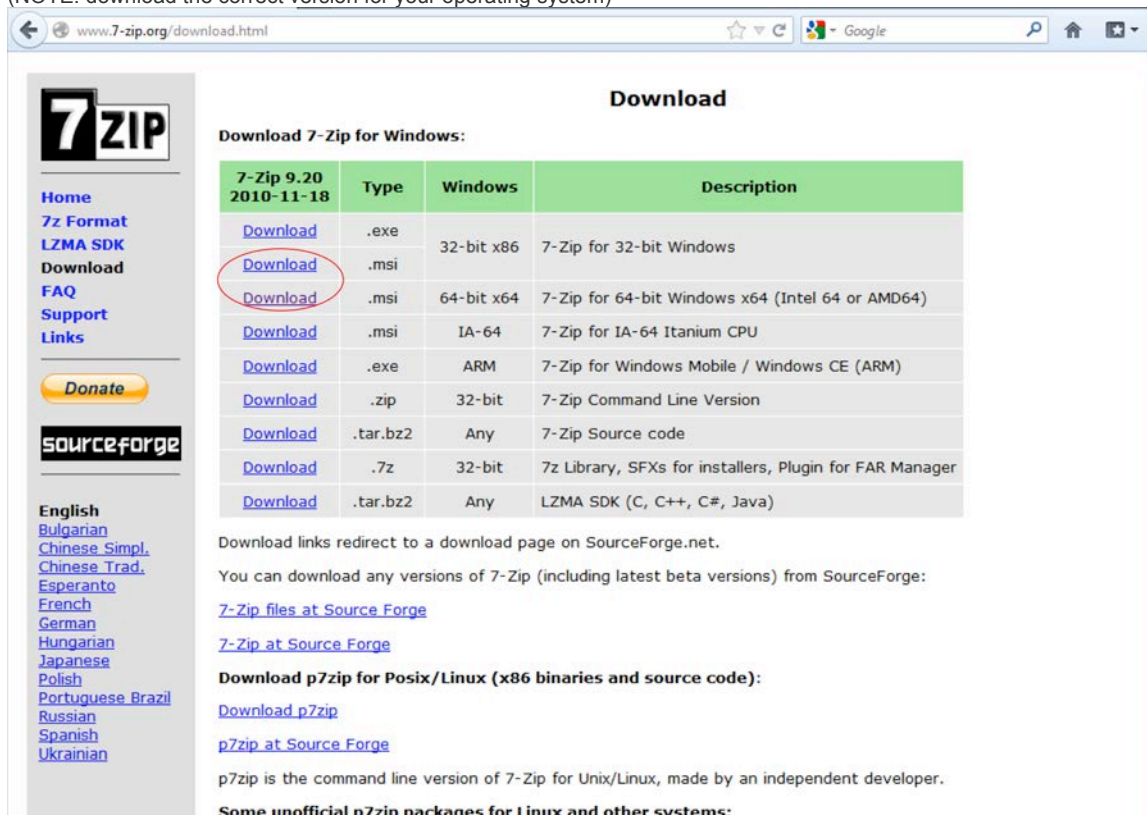
1. Unzip each zip file individually and place it in the CDR folder.

or

2. If you would like to unzip them all at once, read below.

Download G7zip by clicking here: <http://www.7-zip.org/download.html>

(NOTE: download the correct version for your operating system)



**Download**

Download 7-Zip for Windows:

7-Zip 9.20 2010-11-18	Type	Windows	Description
<a href="#">Download</a>	.exe	32-bit x86	7-Zip for 32-bit Windows
<a href="#">Download</a>	.msi	64-bit x64	7-Zip for 64-bit Windows x64 (Intel 64 or AMD64)
<a href="#">Download</a>	.msi	IA-64	7-Zip for IA-64 Itanium CPU
<a href="#">Download</a>	.exe	ARM	7-Zip for Windows Mobile / Windows CE (ARM)
<a href="#">Download</a>	.zip	32-bit	7-Zip Command Line Version
<a href="#">Download</a>	.tar.bz2	Any	7-Zip Source code
<a href="#">Download</a>	.7z	32-bit	7z Library, SFXs for installers, Plugin for FAR Manager
<a href="#">Download</a>	.tar.bz2	Any	LZMA SDK (C, C++, C#, Java)

Download links redirect to a download page on SourceForge.net.

You can download any versions of 7-Zip (including latest beta versions) from SourceForge:

[7-Zip files at Source Forge](#)

[7-Zip at Source Forge](#)

**Download p7zip for Posix/Linux (x86 binaries and source code):**

[Download p7zip](#)

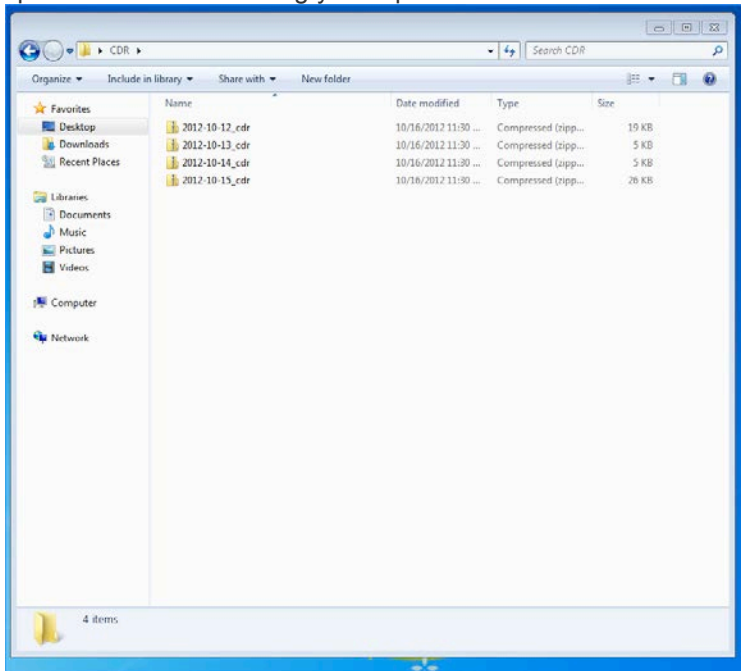
[p7zip at Source Forge](#)

p7zip is the command line version of 7-Zip for Unix/Linux, made by an independent developer.

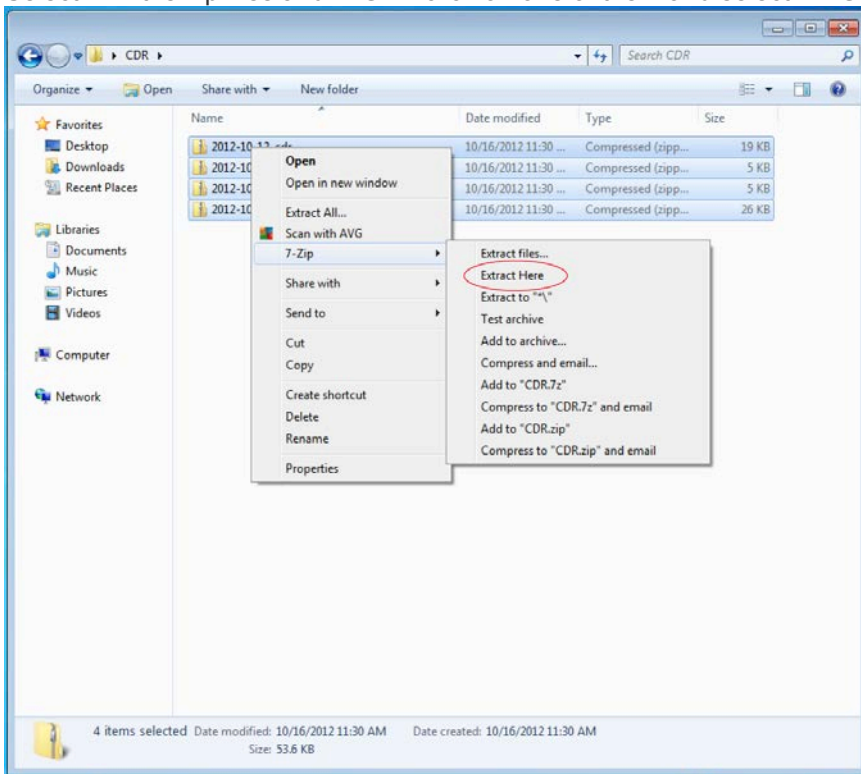
**Some unofficial p7zip packages for Linux and other systems:**

Install the software. (You only have to do this once. Ask your network admin if you need help with this step.)

Once the software is installed:  
Open the folder containing your zip files.



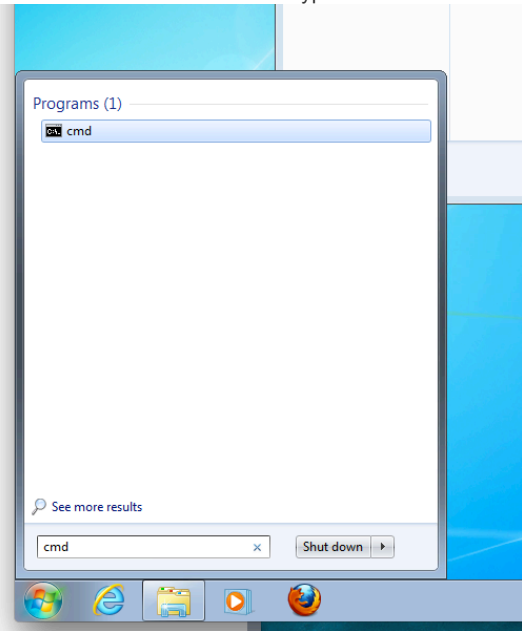
Select ALL the zip files and RIGHT click on one of them and select --> G-7zip --> Extract Here



This will unzip all of the zip files and you should now see both the .zip and .csv files in this folder.

## Second we must join them together into one file.

Click start then click run and or type CMD and hit enter. This will open a command prompt window. (black background)



A screenshot of a Windows Explorer window showing a directory of files on the Desktop. The files are listed in a table with columns for Name, Date modified, Type, and Size. A red circle highlights the file 'fullmonth' with a red arrow pointing to it and the text 'New spreadsheet'. Overlaid on the Explorer window is a Command Prompt window showing the following commands and their outputs:

```
C:\Windows\system32\cmd.exe
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\jdmann>cd Desktop/cdr
C:\Users\jdmann\Desktop\CDR>dir
Volume in drive C has no label.
Volume Serial Number is 5E18-AB85

Directory of C:\Users\jdmann\Desktop\CDR
10/16/2012  11:47 AM    <DIR>          .
10/16/2012  11:47 AM    <DIR>          ..
10/13/2012  04:05 AM      82,338  2012-10-12_cdr.csv
10/16/2012  11:30 AM      19,301  2012-10-12_cdr.zip
10/14/2012  04:01 AM      17,765  2012-10-13_cdr.csv
10/16/2012  11:30 AM       4,786  2012-10-13_cdr.zip
10/15/2012  04:01 AM      19,681  2012-10-14_cdr.csv
10/16/2012  11:30 AM       4,941  2012-10-14_cdr.zip
10/16/2012  04:05 AM     114,987  2012-10-15_cdr.csv
10/16/2012  11:30 AM     25,877  2012-10-15_cdr.zip
            8 File(s)      289,676 bytes
            2 Dir(s)   17,263,759,360 bytes free

C:\Users\jdmann\Desktop\CDR>copy *.csv fullmonth.csv
2012-10-12_cdr.csv
2012-10-13_cdr.csv
2012-10-14_cdr.csv
2012-10-15_cdr.csv
            1 file(s) copied.

C:\Users\jdmann\Desktop\CDR>exit
```

Red arrows point from text boxes to specific parts of the Command Prompt output:

- 'This command takes us to the desired directory.' points to `cd Desktop/cdr`
- 'This command lists the files in this directory.' points to `dir`
- 'This command creates the new spreadsheet.' points to `copy *.csv fullmonth.csv`
- 'This command closes this window.' points to `exit`

From within the command window, navigate to the folder containing the .csv files by typing:

## **cd Desktop/CDR**

(As long as you have placed the zip files in a folder named CDR on your Desktop this command should work.)

Next type:

**dir** (this should list all of the csv's in the directory and you should see the files that you download.)

Now: To join them into one file Type:

**copy \*.csv fullmonth.csv** (then hit Enter)

Type **dir** again and you should now see a file called fullmonth.csv

Now you can open your new fullmonth.csv in excel. You will then need to sort and remove the extra column headers because there will be column headers for every day that you joined into the fullmonth.csv file