

IMPORTING A BOQ FROM BILL

Title	Importing a BOQ from Bill
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The following are steps to be followed in the Bill program to produce an ASCII file that can be imported into the CCS System

Open the project that must be converted in Bill.

Go to the menu option **FILE/EXPORT** and select **COMMA DELIMITED** from the list of options to create a comma delimited ASCII file.

Click the **OK** button.

When prompted by the system you enter the filename and position where the file is to be saved and click the **SAVE** button e.g. **a:\Project1.txt**

Select the required columns that you want to export and click the **OK** button.

The file can now be imported using the CCS Bill Importer.

If you experience any difficulties creating the export file using BILL, the supplier of BILL can be contacted on Tel: (27) (021) 421-7225 or Fax: (27) (021) 421-4874