



# KD Data Pro Software User's Guide

KD Data Pro Software Version 3.9



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# Keeping Current

The latest versions of this document and the KD Data Pro software are available for downloading free of charge on the Internet at [www.teamkd.com](http://www.teamkd.com). We recommend that you use Netscape Navigator 4.x or higher, or Microsoft Internet Explorer 4.x or higher to download these files.

K.D. Engineering can also send this document and/or the KD Data Pro at a nominal cost. For more information call K.D. Engineering at (800) 308-7717.

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# Introduction

This guide provides information to help you install and use *KD DATA PRO*.

The following sections are in this guide.

- *Installing the KD DATA PRO Software.* This section contains information about installing the software.
- *Using the KD DATA PRO Software.* This section contains instructions for using the software to display data.

For information about using your monitor, see the *Operator Guide*, which should have accompanied your monitoring system.

For information about other products available or technical support, call K.D. Engineering toll-free at (800) 308-7717.

# Installing the KD DATA PRO Software

This section contains system requirement information and instructions for installing the KD DATA PRO software.

## System Requirements

The following system requirements are necessary to run the software.

Microprocessor	486 or higher
Available memory	At least 8 MB
Operating system	Microsoft Windows 95 or better

## Installation Instructions

Use the following instructions to install the software.

1. Start Windows.
2. Insert the CD into the CDROM drive.
3. The CD should auto run. Follow the onscreen instructions to complete installation. (If not, click Start – Run – Browse and select your appropriate CD drive.)

# Using the KD Data Pro Software

This section contains information about the tasks you can perform using the KD Data Pro software. You can use the software to do the following.

Using the **Monitor** menu:

- Retrieve logged data from your instrument
- Reset the data logger memory
- Set the current date and time
- Edit Walk Thru Locations
- Adjust download options
- Obtain current data logger information
- Update your instruments firmware
- Configure analog channels

Using the **Data** menu:

- Add notes to your files
- Create and manipulate Graphs
- Create and manipulate Reports
- Create and manipulate Tables
- Set Time and Location preferences
- Set Data preferences
- Manage Locations

Using the **File** menu:

- Open an .KD file
- Close an .KD file
- Save an .KD file
- Export an .KD file
- Print an .KD file
- Exit KD Data Pro software

# Using the Monitor Menu

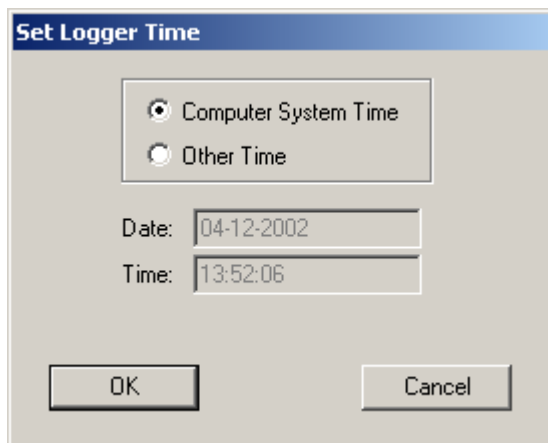
## Retrieving Logged Data

Before you can retrieve logged data, ensure the monitor is cabled to your computer and turned on. To retrieve logged data from the monitor, select **Retrieve Data** from the **Monitor**. You receive a window containing logged data in a table format.

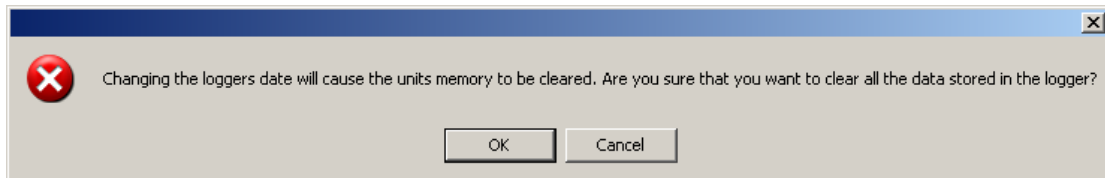
## Setting the Date and Time

Before you can define the date and time on the monitor, ensure the monitor is cabled to your computer and turned on. In the KD Data Pro window, use the following instructions to define the date and time. The software defaults to the current date and time on your computer.

1. From the **Monitor** menu, select **Set Date/Time** to receive a dialog box with the choice of setting the logger time to that of your computer or entering in a time manually.



2. Choose one and click **OK** to receive the following warning:

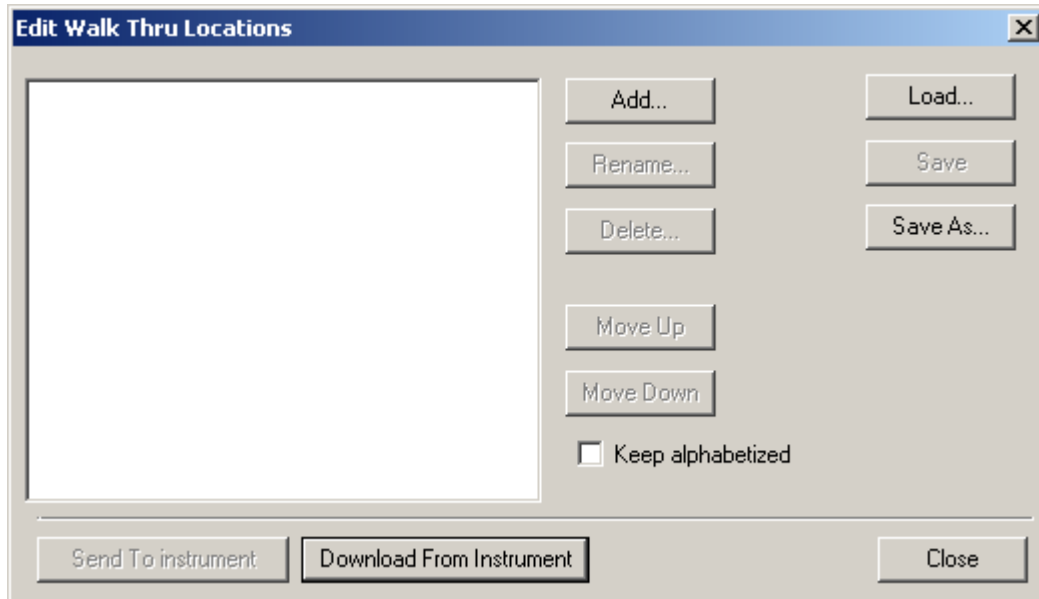


3. Click **OK** to proceed, **Cancel** to retain the monitor's current Date/Time settings.
4. The Date/Time settings are automatically updated on your IAQ monitor, and the data logger is reset.

## Edit Walk Thru Locations

Use this option to edit, upload and save Walk Thru Locations.

1. From the **Monitor** menu, select **Edit Walk Thru Locations** to receive a dialog box:

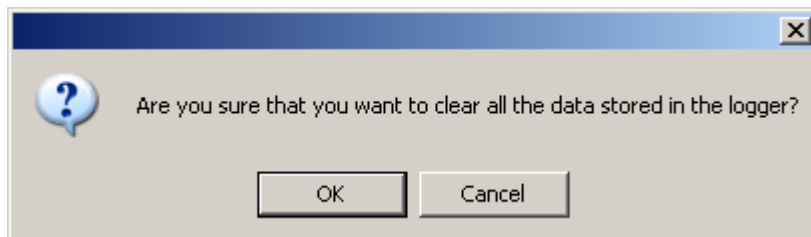


2. Click **Add** to add location names.
3. Click **Send To Instrument** to upload location names to your IAQ monitor.
4. Use the **Rename** and **Delete** buttons to modify location names. Use the **Move Up** and **Move Down** buttons to modify the order of locations.
5. Use the **Load** button to retrieve a previously saved set of locations. Use the **Save** and **Save As** buttons to save a set of locations – this saves a .KDL file to a folder on your computer for later use.
6. You can also download a set of location names from the IAQ monitor. Use the **Download From Instrument** button to download names from the instrument.

## Resetting the Data Logger Memory

Before you can reset the data logger memory of the IAQ monitor, ensure the monitor is cabled to your computer and turned on. In the KD Data Pro window, use the following instructions to reset the data logger memory.

1. Select **Reset Memory** from the **Monitor** menu to receive the following warning:



2. Click **OK** to proceed, **Cancel** to retain the monitor's data.
3. The monitor's memory is automatically updated.

## Updating the IAQ Monitor

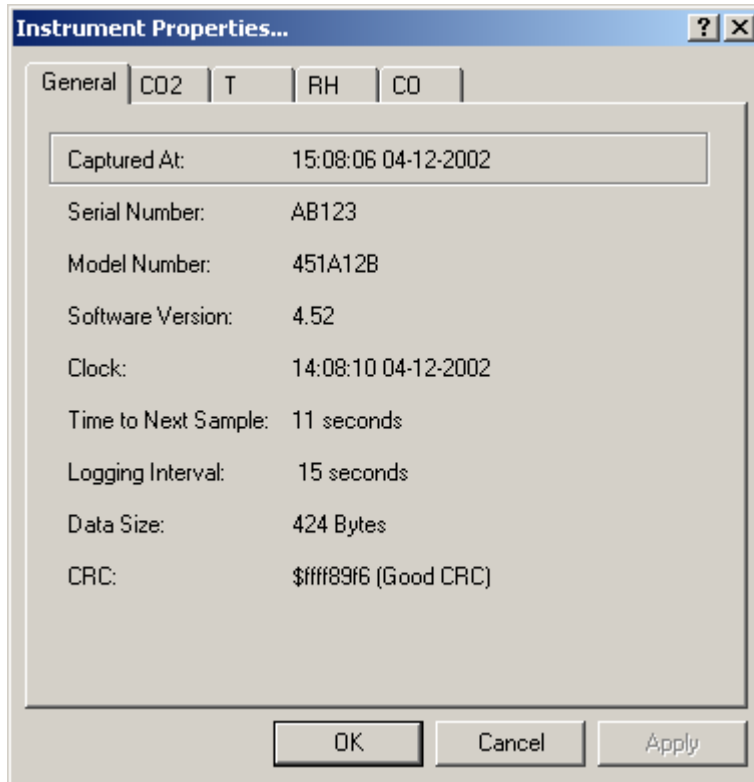
Before you can update the IAQ monitor, ensure the monitor is cabled to your computer and turned on. In the KD Data Pro window, do the following to update the AirBoxx firmware on the monitor.

1. From the **Monitor** menu, select **Update Monitor Software** to receive an **Open** window.
2. From the **Look in** drop-down list, select the drive and folder containing the .AHX firmware file.
3. From the folder containing the .AHX firmware file, select the appropriate .AHX file
4. Click **Open** to update the IAQ monitor.

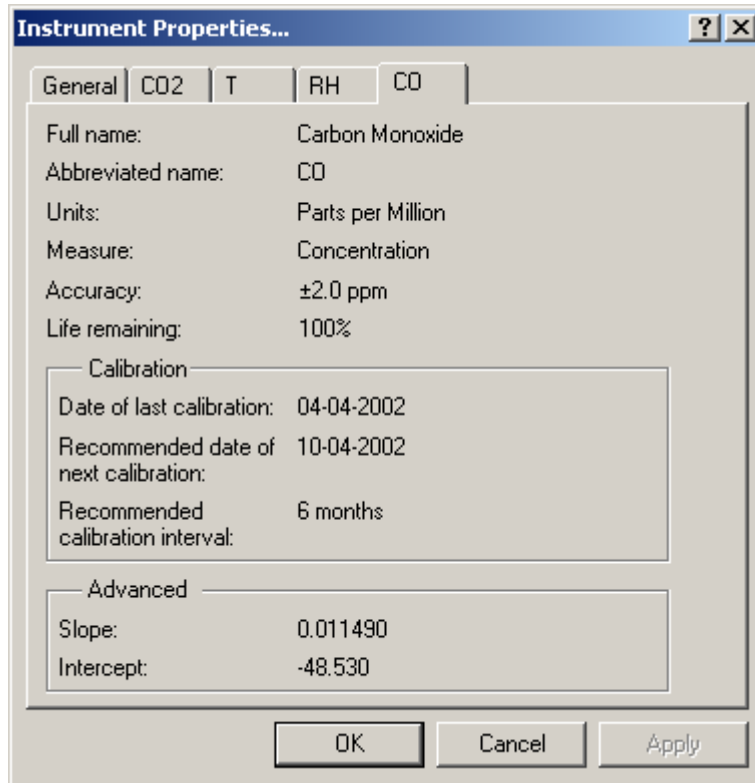
## Obtaining Current Data Logger Information

Before you can obtain data logger information from the IAQ monitor, ensure the monitor is cabled to your computer and turned on. In the KD Data Pro window, do the following to obtain current data logger information.

1. From the **Monitor** menu, select **Get Instrument Properties**.
2. You will receive a dialog box containing current data logger settings and information:



3. Use the sensor tabs (e.g. CO2, T, RH, CO) to get information on specific sensors such as units, measurement type, accuracy, life remaining, and date of last calibration as well as recommended date of next calibration:



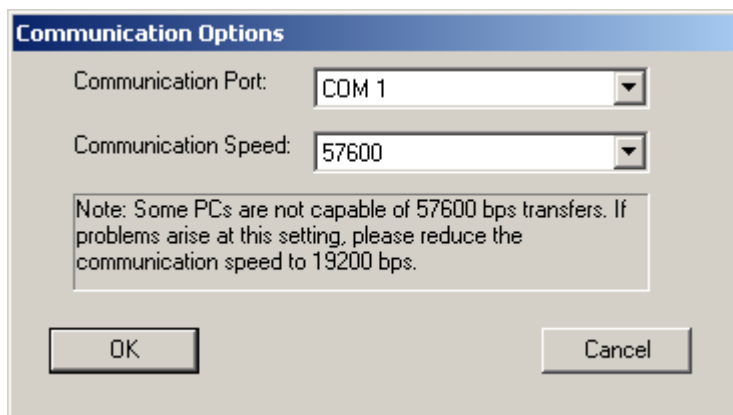
4. Click **OK** to return to the IAQ Monitor window.

## Adjusting Download Options

In the KD Data Pro window, do the following to adjust the download speed and choose the communication port.

### Serial Connection:

1. From the **Monitor** menu, select **Download Options** to receive the following dialog box:



2. In the **Communication Port** drop-down list, select the port that is cabled to the IAQ monitor.
3. In the **Communication Speed** drop-down list, select either 19200bps or 57600bps.

**USB Connection:**

1. Once USB drivers are loaded (see the “Loading USB Drivers” single page instructions), check your Device Manager (under Control Panel – System – Hardware) to see what virtual port the USB connection is using – i.e. COM X.
2. In the **Communication Port** drop-down list, select the port that was listed in the Device Manager window.

**Note:** Data transfer at 57600bps is three times faster than 19200bps. If you select the 57600bps option and experience difficulty, reselect the 19200bps speed.

# Configuring an Analog Channel

(this option is currently available only for custom configurations)

If your AirBoxx is equipped with an analog channel you can upload the details of your external sensor so that the AirBoxx will display more meaningful sensor names, readings, and units.

## Defining a New Analog Channel

1. From the **Monitor** menu, highlight **Analog Channel** and select **New Configuration File** to receive the following dialog box:

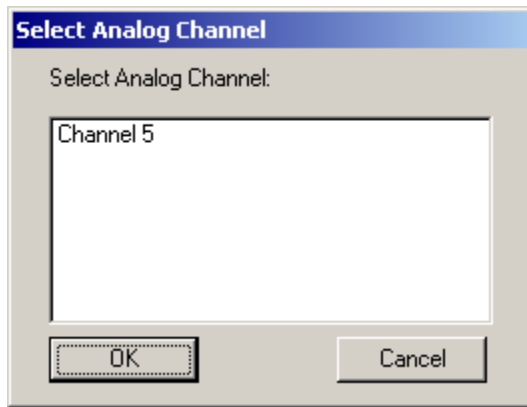
The screenshot shows a dialog box titled "Analog Channel Configuration". It is divided into two main sections. The first section, "Instrument", contains the following fields: "Long Name:" (a text input field), "Short Name:" (a text input field), "Type of Measure:" (a dropdown menu with "Concentration" selected), "Units:" (a dropdown menu with "Parts per Million" selected), and "Accuracy:" (a text input field followed by the text "ppm"). The second section, "Data Interpretation", contains two rows of fields. The first row has "Minimum Sensor Voltage:" (text input), "Volts" (text), "Corresponding Values:" (text input), and "ppm" (text). The second row has "Maximum Sensor Voltage:" (text input), "Volts" (text), "Corresponding Values:" (text input), and "ppm" (text). At the bottom of the dialog are three buttons: "Upload...", "OK", and "Cancel".

2. Enter a **Long Name** (max 24 characters) that will be displayed by the PC software and a **Short Name** (max 8 characters) that will be displayed by the instrument.
3. Pick a **Type of Measure** and **Units** for your sensor. Your instrument must fall into the predefined categories or you will have to use generic voltage.
4. Enter **Accuracy** for your sensor. The PC software and instrument will use this value to display an appropriate number of decimal places, if applicable.
5. Enter a voltage range for your sensor and a corresponding value so that the instrument can scale the sensor voltage. The AirBoxx is capable of reading a maximum of 4 volts.
6. Click **OK** to save this configuration for future use.

## Uploading an Analog Channel

1. From the **Monitor** menu, highlight **Analog Channel** and select one of the following:
  - i. **New Configuration File**: see **Defining a New Analog Channel**.

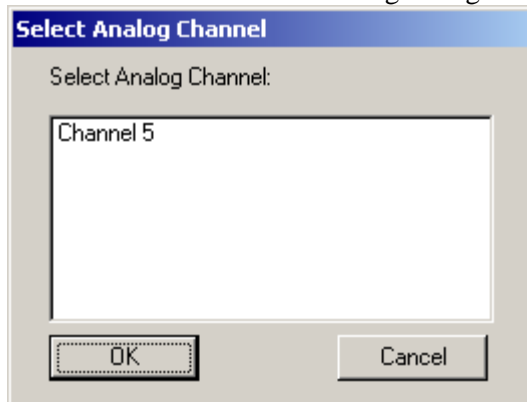
- ii. **Open Configuration File** and open a sensor definition previously created and saved using the above instructions.
2. Click on the Upload button to receive the following dialog box (the contents of this box will vary depending on the analog channel configuration of your instrument):



3. Select the channel you wish to configure and click on **OK**. Uploading the channel can take up to thirty seconds.
4. A dialog box will notify you that the configuration is complete or that there was an error. Click **OK** to return to the **Analog Channel Configuration** dialog box. Click **OK** to save the configuration (if this is a new configuration) or **Cancel** to dismiss.

### To Delete an analog channel

1. From the **Monitor** menu, highlight **Analog Channel** and select **Delete Instrument Analog Channel** to receive the following dialog box:



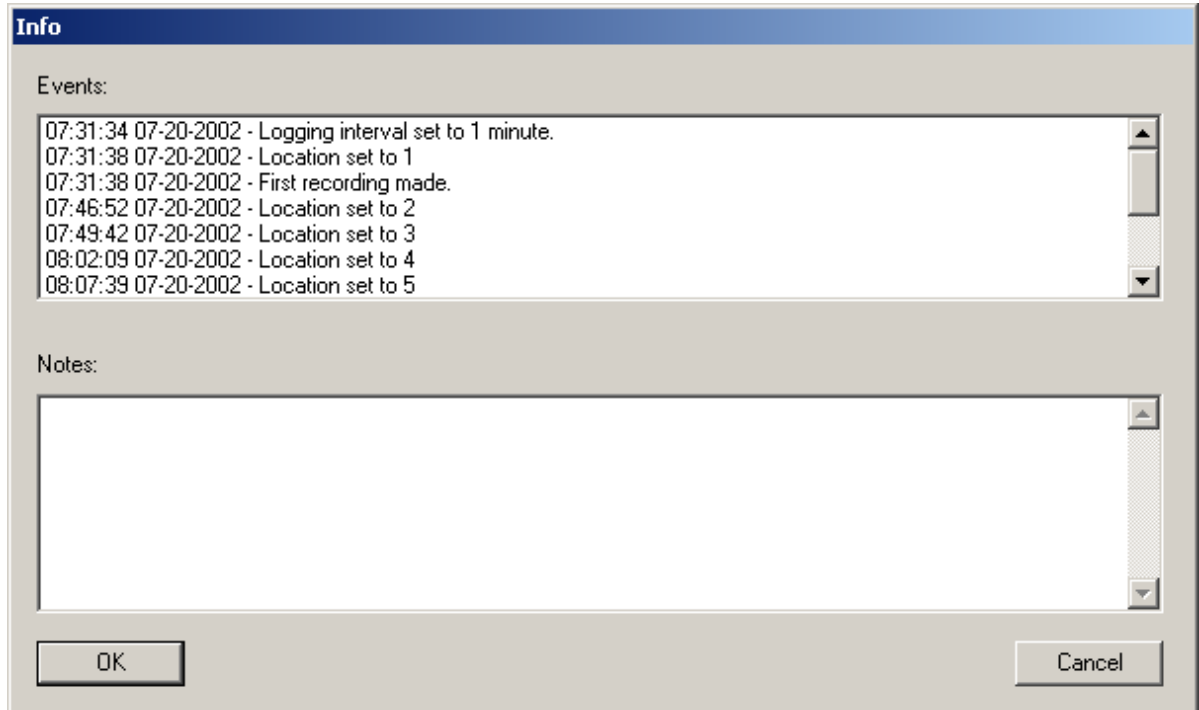
2. Select the channel you wish to delete and click **OK**. It can take up to thirty seconds to delete a channel.

# Using the Data Menu

## Adding Notes to .IAQ Files

In the KD Data Pro window, do the following to add notes to your .KD files.

1. From the **Data** menu, select **Info** to receive the following dialog box:

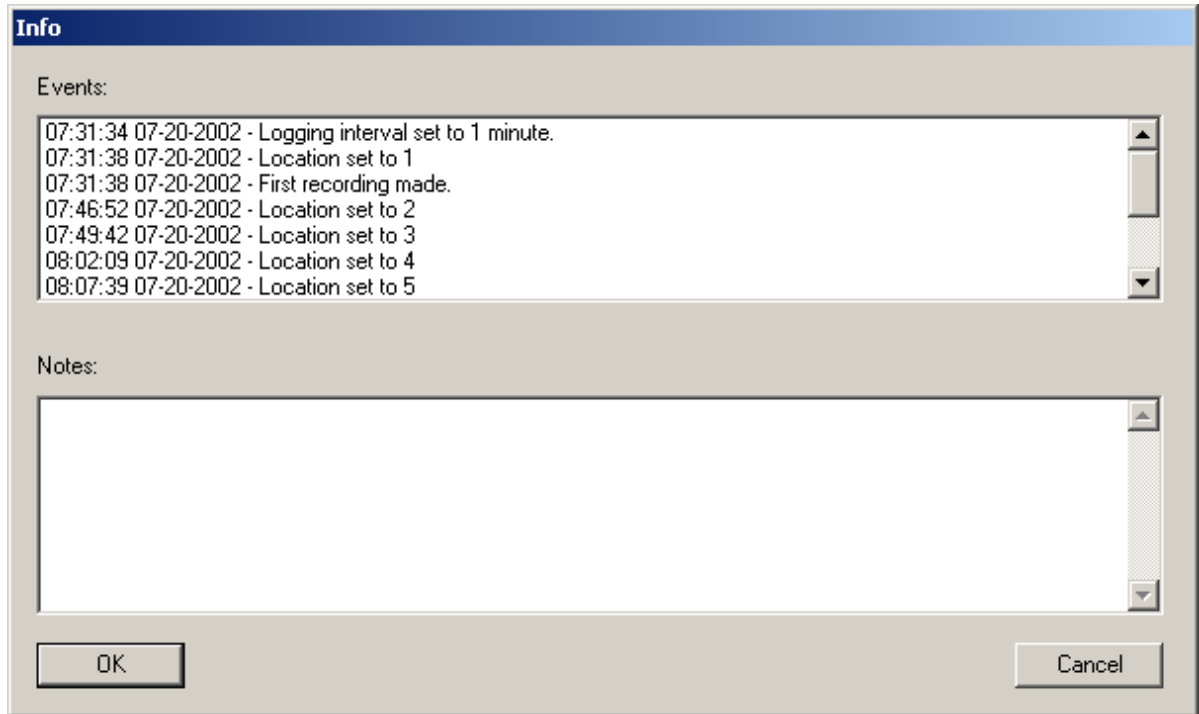


2. In the **Info** box you may enter notes relevant to the .KD file you are working with such as identifying the location and circumstance of the logged data.
3. Once you have entered any notes, click **OK** to return to the Monitor window. The notes will be retained with that .KD file, and may be reopened and read or added to at any time.

# Viewing Information About Your File

In the KD Data Pro window, do the following to view information.

1. From the **Data** menu, select **Info** to receive the following dialog box:



2. Information about your file is displayed as **Events**.

# Creating and Manipulating Graphs


## Creating a Graph

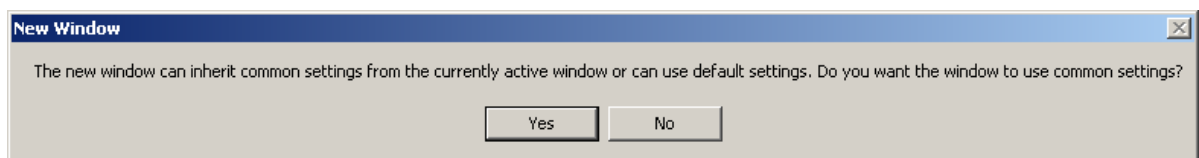
**Note:** By default, logged data is presented in table format when initially retrieved (see **Retrieve Data** under **Using the Monitor Menu**).

In the KD Data Pro window, do one of the following to create a graph of your logged data.

1. From the **Data** menu, select **New Graph**

or

click the  button on the toolbar to receive the following dialog box:



2. Click **No** to create a graph of the logged data as it was originally downloaded, or **Yes** to create a graph with previously manipulated time or data options (see **Setting Time and Location Preferences** and **Setting Data Preferences** for more information).
3. A graph of the logged data selected is automatically generated.

## Manipulating a Graph

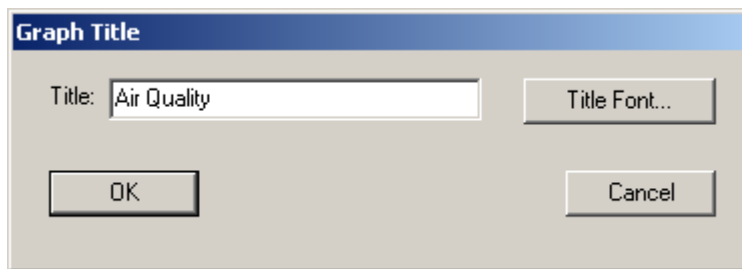
When a graph is generated, a menu heading entitled **Graph** automatically appears. Use this menu to manipulate the graph.

### Using the Graph Menu

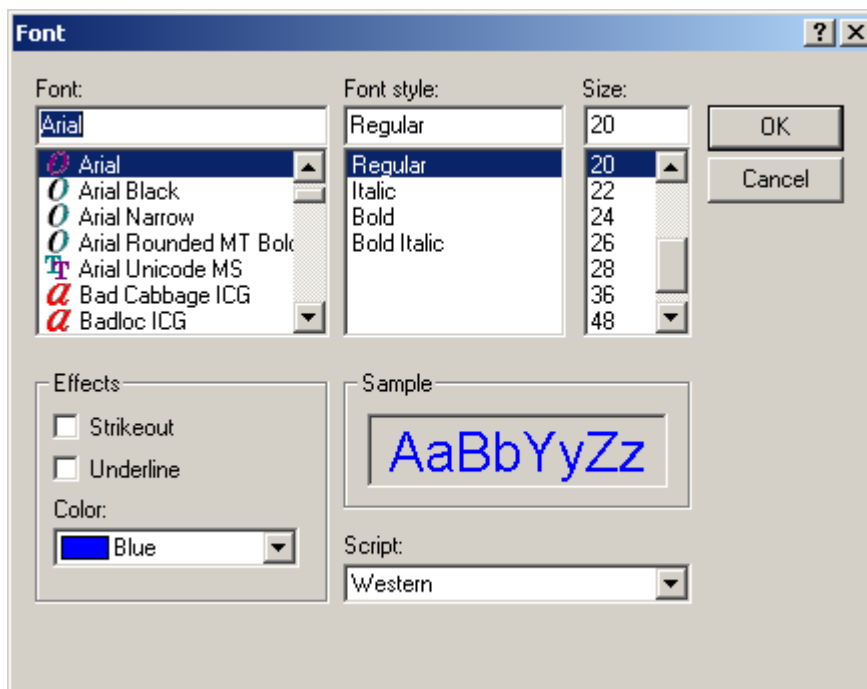
#### Naming a Graph

In the KD Data Pro window, do the following to title a graph.

1. From the **Graph** menu select **Title** to receive the following dialog box:



2. In the **Title** box, type in the name of the graph.
3. Click **Title Font** to change the font, size or color of the title and receive the following dialog box:



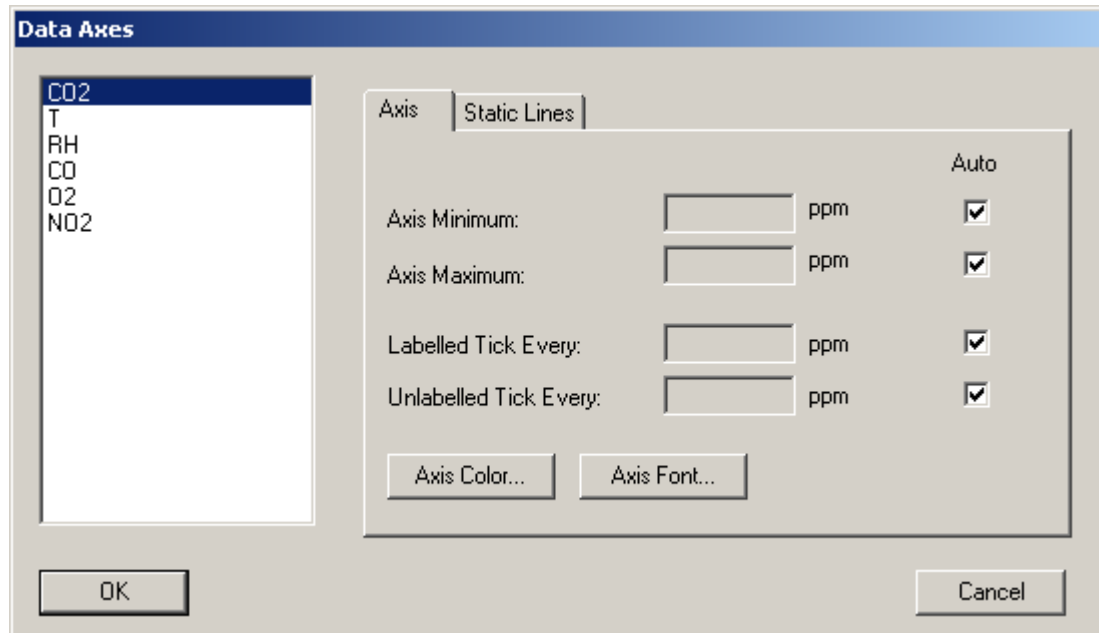
4. Select the font, style, size and color of the graph title and click **OK**.

5. Click **OK** in the **Graph Title** dialog box to return to the KD Data Pro window and apply the graph title changes. Click **Cancel** in the **Graph Title** dialog box to cancel your graph title changes.

### Changing the Data Axes

This function may be used to change the axis of any of the data lines or add labeled or unlabelled ticks to your graph. This can be useful if your graph line is too flat due to a wide measurement range. In the KD Data Pro window, do the following to change the data axes of your graph.

1. From the **Graph** menu, select **Data Axes** to receive the following dialog box:

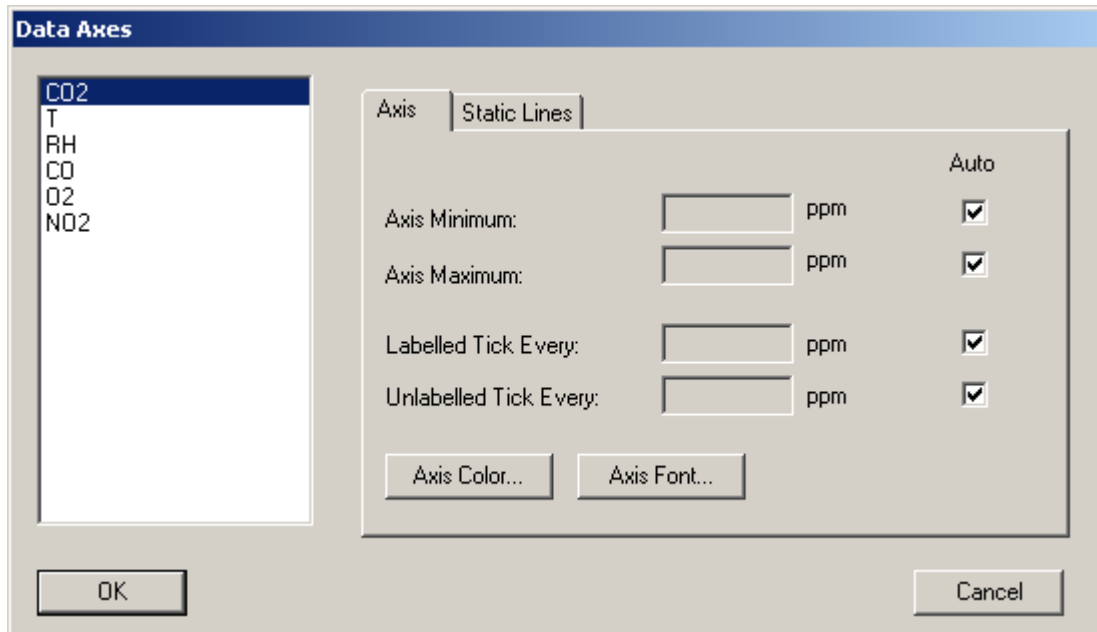


2. With the **Axis** tab selected, choose the type of measurement you want to change the axis of, for example CO<sub>2</sub>, Temp, RH, CO.
3. Click on the check boxes in order to manually enter the Axis Minimum, Axis Maximum, Labeled or Unlabelled Tick.
4. In the **Axis Minimum**, **Axis Maximum**, **Labeled** or **Unlabelled Tick** boxes enter the desired measurements.
5. Click **OK** in the **Data Axes** dialog box to return to the KD Data Pro window and apply the data axes changes. Click **Cancel** in the **Data Axes** dialog box to cancel your data axes changes.

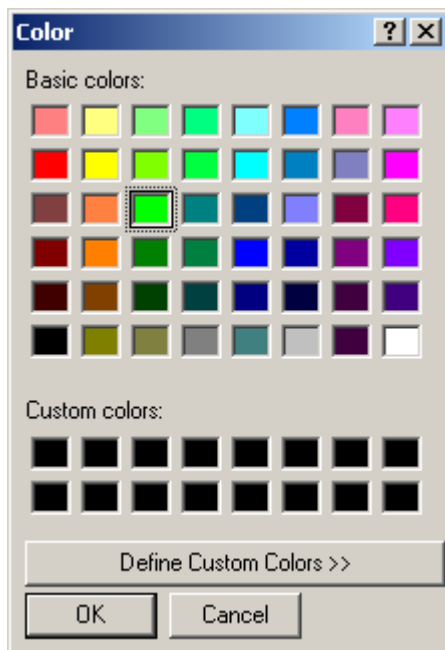
## Changing the Color of Your Data Axes

This function may be used to change the color of any of the data axes. In the KD Data Pro window, do the following to change the color of the data axes of your graph.

1. From the **Graph** menu, select **Data Axes** to receive the following dialog box:



2. With the **Axis** tab selected, choose the type of measurement for which you want to change the axis color, for example CO<sub>2</sub>, Temp, RH, CO. Click on **Axis Color** to receive the following dialog box:



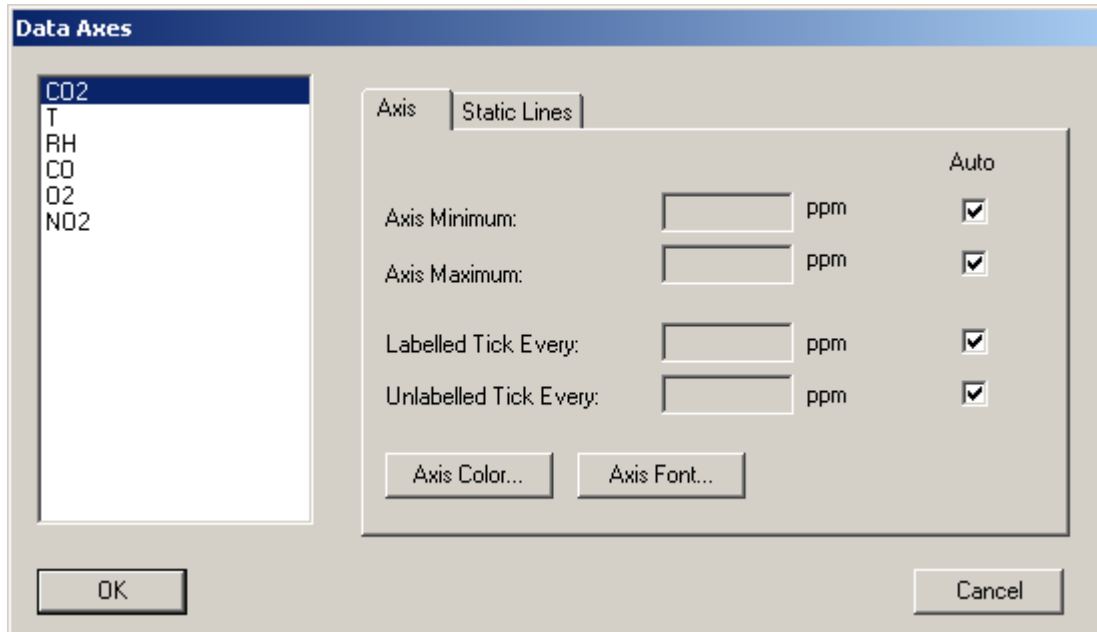
3. Choose the color you want the axis of the measurement selected to be, and click **OK**.
4. Click **OK** in the **Data Axes** dialog box to return to the KD Data Pro window and apply the data axes color changes. Click **Cancel** in the **Data Axes** dialog box to cancel your data axes color changes.

**Note:** You may assign custom colors in the **Color** dialog box by clicking on **Define Custom Colors**.

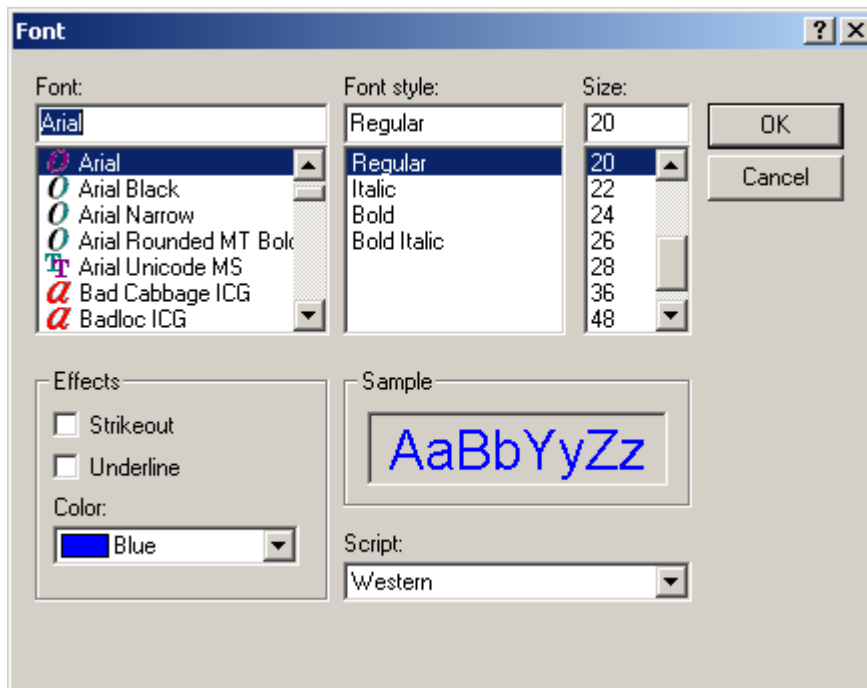
### Changing the Font of Your Data Axes

This function may be used to change the font on any of the data axes. In the KD Data Pro window, do the following to change the font on the data axes of your graph.

1. From the **Graph** menu, select **Data Axes** to receive the following dialog box:



2. With the **Axis** tab selected, choose the type of measurement for which you want to change the axis font, for example CO<sub>2</sub>, Temp, RH, CO.
3. Click on **Axis Font** to receive the following dialog box:



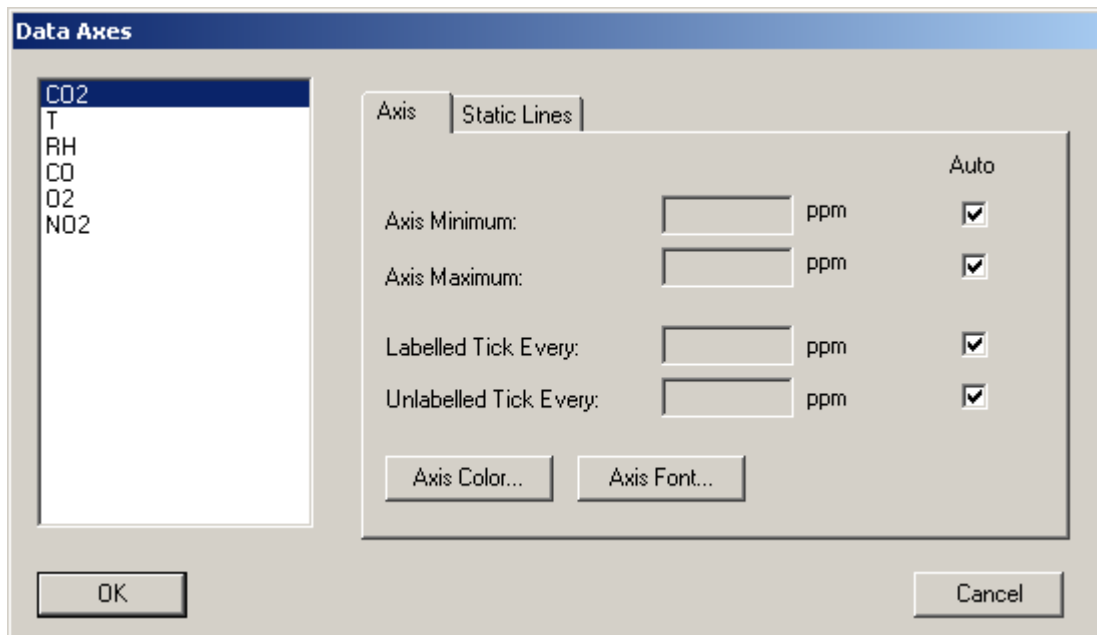
4. In the **Font** dialog box, select the font, style, size and color you want, and click **OK**.

5. Click **OK** in the **Data Axes** dialog box to return to the KD Data Pro window and apply font changes. Click **Cancel** in the **Data Axes** dialog box to cancel font changes.

### Adding Static Lines to Your Graph

This function may be used to add static lines, as reference points, to a graph. In the KD Data Pro window, do the following to add static lines to your graph.

1. From the **Graph** menu, select **Data Axes** to receive the following dialog box:



2. With the **Static Lines** tab selected, choose the type of measurement for which you want to add static lines, for example CO<sub>2</sub>, Temp, RH, CO.
3. Click in the **Show Line** check boxes in order to enter **Line Values** where you want static horizontal reference lines to appear on your graph.
4. Click **OK** in the **Data Axes** dialog box to return to the KD Data Pro window and apply the static lines you assigned. Click **Cancel** in the **Data Axes** dialog box to cancel the static lines you assigned.



2. Click on **Axis Color** to receive the following dialog box:



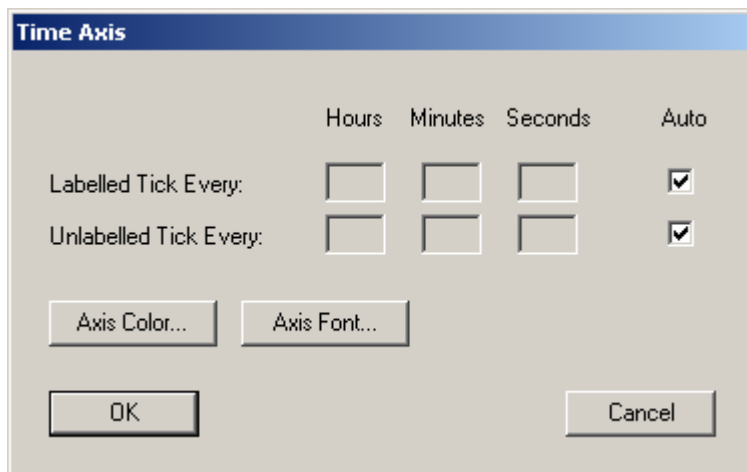
3. Choose the color you want the time axis to be, and click **OK**.
4. Click **OK** in the **Time Axis** dialog box to return to the KD Data Pro window and apply the time axis color changes. Click **Cancel** in the **Time Axis** dialog box to cancel your time axis color changes.

**Note:** You may assign custom colors in the **Color** dialog box by clicking on **Define Custom Colors**.

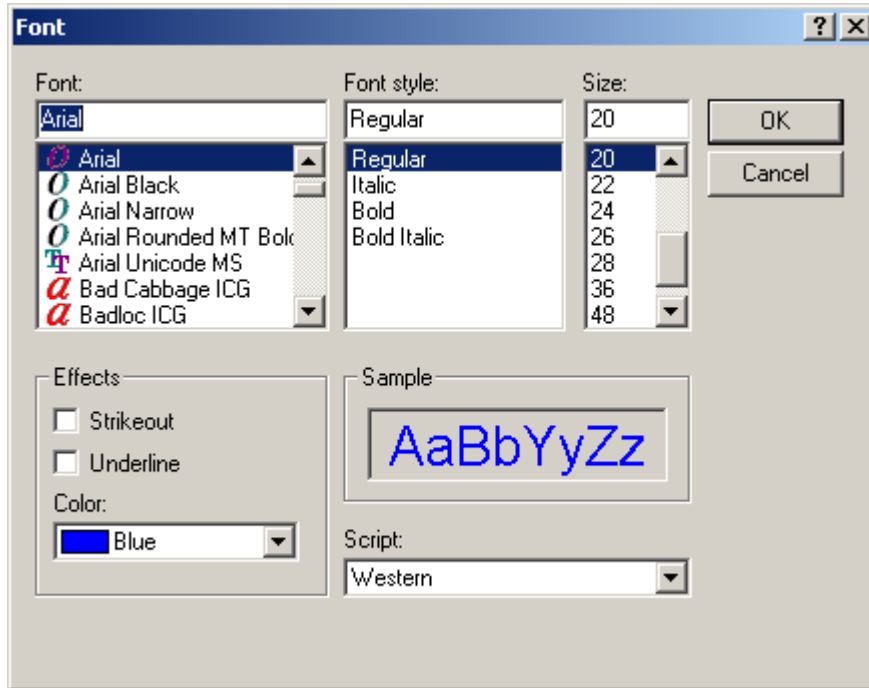
### Changing the Font of Your Time Axis

This function may be used to change the font on the time axis. In the KD Data Pro window, do the following to change the font on the time axis of your graph.

1. From the **Graph** menu, select **Time Axis** to receive the following dialog box:



2. Click on **Axis Font** to receive the following dialog box:

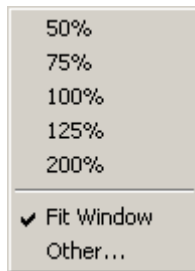


3. In the **Font** dialog box, select the font, style, size and color you want, and click **OK**.
4. Click **OK** in the **Time Axis** dialog box to return to the KD Data Pro window and apply the time axis font changes. Click **Cancel** in the **Data Axes** dialog box to cancel your time axis font changes.

### Changing the Scale of Your Graph

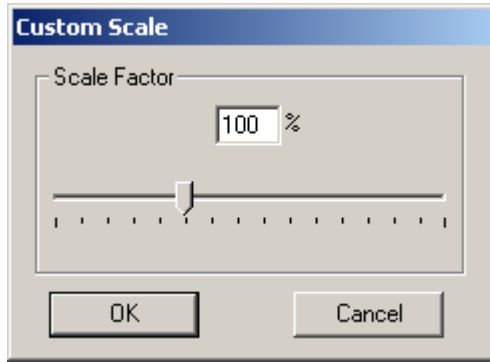
This function may be used to change the scale of your graph within the active window. In the KD Data Pro window, do the following to change the scale of your graph.

1. From the **Graph** menu, select **Scale** to receive the following drop down list:



2. Choose the scale at which you would like to view the graph.
3. Choose **Fit Window** to make the graph conform to the size of the active window.

4. Choose **Other** to receive the following dialog box and define the scale yourself:



5. In the **Scale Factor** box, type in the scale at which you would like to view the graph or, move the sliding scale to the percent desired.
6. Click **OK** to apply the scale changes, **Cancel** to return to the KD Data Pro window without applying scale changes.

**Notes:** By default, graphs are automatically scaled to **Fit Window**.

By default, graphs are displayed in portrait format, use **Page Setup** to alter this default.

### **Zooming into Specified Areas of Your Graph**

This function may be used to examine areas of your graph in more detail.

There are two ways of zooming into an area of your graph. They are as follows:

1. With a graph active, click the left mouse button and drag out a highlighted section of the graph. This area is centered and enlarged to fit your screen. The time line is modified to accommodate the new view.
2. Alternately, center the crosshatch cursor over an area you want to view in greater detail. Click the left mouse button while holding down the **Ctrl** button. This enlarges the graph, centering it on wherever the crosshatch cursor was. The time line is modified to accommodate the new view.

## Zooming out of Specified Areas of Your Graph

There are two ways of zooming out of an area of your graph. They are as follows:

In order to regain the original scale and view of the graph do the following:

1. From the **Data** menu, select **Time And Location** to receive the following dialog box:

**Time Options**

Choose Range by:

Location

Location 1  
Location 2  
Location 3  
Location 4  
Location 5  
Location 6

Time

Date Time

Starting Time: 02-14-2006 13:24:16

Ending Time: 02-27-2006 10:19:37

Display All

Display Options:

Time: HH:mm:ss 14:39:53

Date: MM-dd-yyyy 06-14-2006

Sample:

Label: Time

Indicate Locations

OK Cancel

2. On the left side of the dialog box, click in the **Display All** radio button.
3. Click **OK** in the **Time Options** dialog box to return to the KD Data Pro window and apply the data range changes. Click **Cancel** in the **Time Options** dialog box to cancel your data range changes. The time line is appended to accommodate the new view.
4. Alternately, center the crosshatch cursor over an area you want to view at a greater distance. Click the left mouse button while holding down the **Shift** button. This zooms out from the graph, centering it on wherever the crosshatch cursor was. The time line is modified to accommodate the new view.

# Creating and Manipulating Reports


## Creating a Report

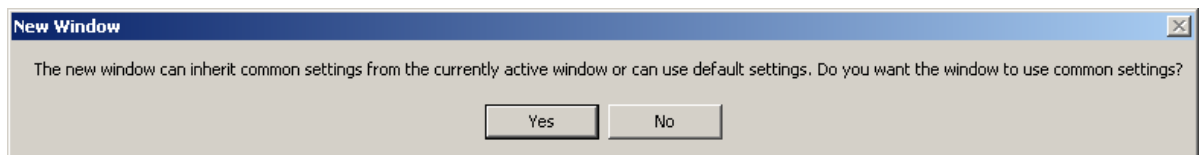
**Note:** By default, logged data is presented in table format when initially retrieved (see **Retrieve Data** under **Using the Monitor Menu**).

In the KD Data Pro window, do one of the following to create a report of your logged data.

1. From the **Data** menu, select **New Report**

or

click the  button on the toolbar to receive the following dialog box:



2. Click **No** to create a report of the logged data as it was originally downloaded, or **Yes** to create a report with previously manipulated time or data options (see **Setting Time and Location Preferences** and **Setting Data Preferences** for more information).
3. A report of the logged data selected is automatically generated.

## Manipulating a Report

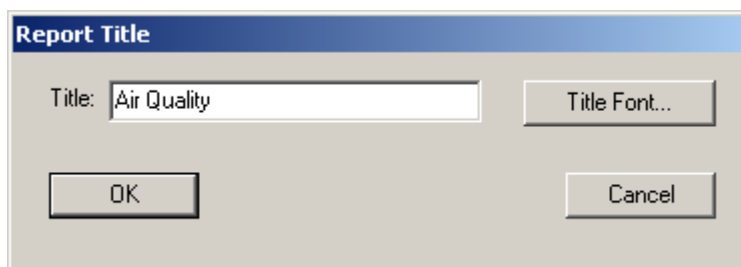
When a report is generated, a menu heading entitled **Report** automatically appears. Use this menu to manipulate the report.

### Using the Report Menu

#### Naming a Report

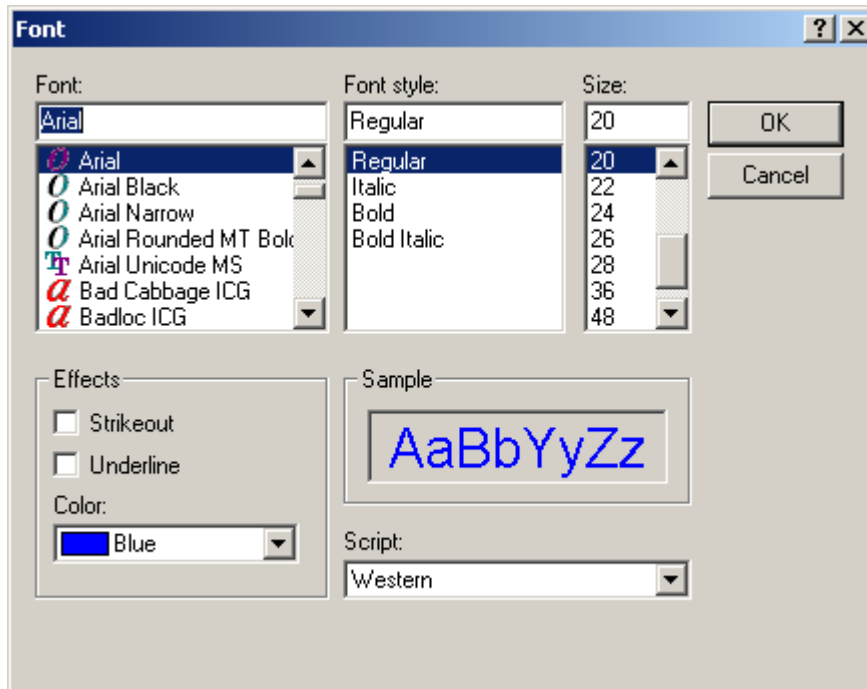
In the KD Data Pro window, do the following to title a report.

1. From the **Report** menu select **Title** to receive the following dialog box:



2. In the **Title** box, type in the name of the report.

3. Click **Title Font** to change the font, size or color of the title and receive the following dialog box:

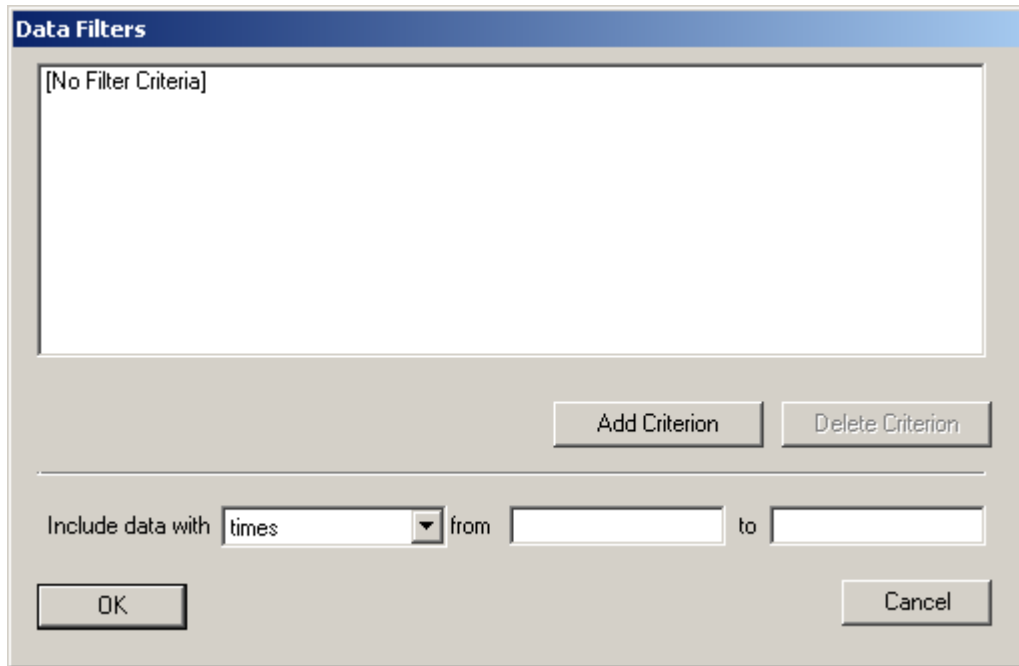


4. Select the font, style, size and color of the report title and click **OK**.
5. Click **OK** in the **Report Title** dialog box to return to the KD Data Pro window and apply the report title changes. Click **Cancel** in the **Report Title** dialog box to cancel your report title changes.

## Filtering the Data in a Report

This function can be used to limit data within a report to certain times or locations. In the KD Data Pro window, do the following to filter the data in a report.

1. From the **Report** menu, select **Report Filter** to receive the following dialog box:

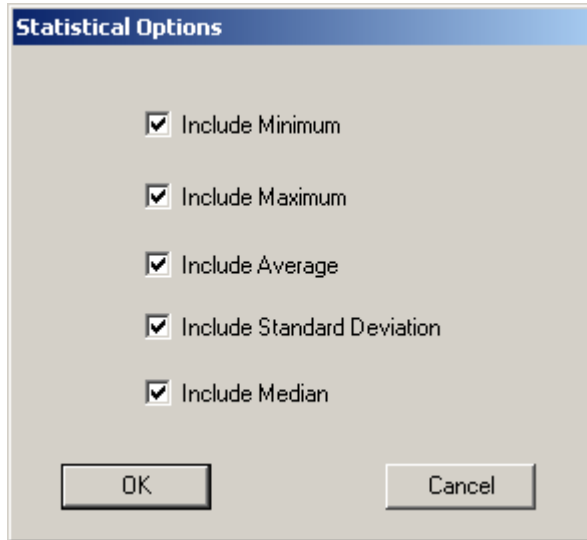


2. In the **Data Filters** dialog box, the **Include data with** drop down box allows you to select a time or location range of data to include in your report. Fill in the range you want, and click **Add Criterion**.
3. Click **OK** in the **Data Filters** dialog box to return to the KD Data Pro window and apply the report filters. Click **Cancel** in the **Data Filters** dialog box to cancel your report filters.

## Controlling Listed Statistics in a Report

This function can be used to select what statistics you wish to list in your report. By default, all optional statistics are listed when a report is generated. In the KD Data Pro window, do the following to change the listed statistics in a report.

1. From the **Report** menu, select **Statistic Options** to receive the following dialog box:



2. Using the check boxes, decide which statistics you want to include in your report. Make sure the options you want are checked and those you do not want are left unchecked. Click on check boxes to select or deselect options.
3. Click **OK** in the **Statistical Options** dialog box to return to the KD Data Pro window and apply the statistic changes to your report. Click **Cancel** in the **Statistical Options** dialog box to cancel the changes to your report statistics.


## Creating and Manipulating Tables

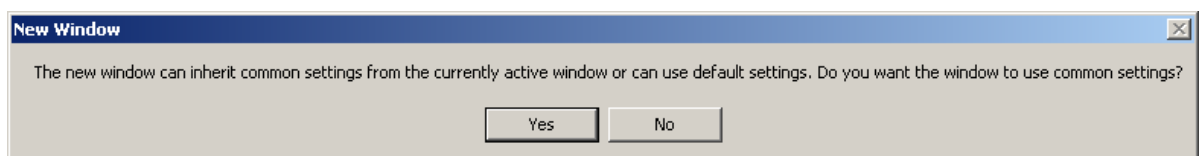
### Creating a Table

**Note:** By default, logged data is presented in table format when initially retrieved (see **Retrieve Data** under **Using the Monitor Menu**).

In the KD Data Pro window, do one of the following to create a report of your logged data.

1. From the **Data** menu, select **New Report** or

click the  button on the toolbar to receive the following dialog box:



2. Click **No** to create a table of the logged data as it was originally downloaded, or **Yes** to create a table with previously manipulated time or data options (see **Setting Time and Location Preferences** and **Setting Data Preferences** for more information).

3. A table of the logged data selected is automatically generated.

## Manipulating a Table

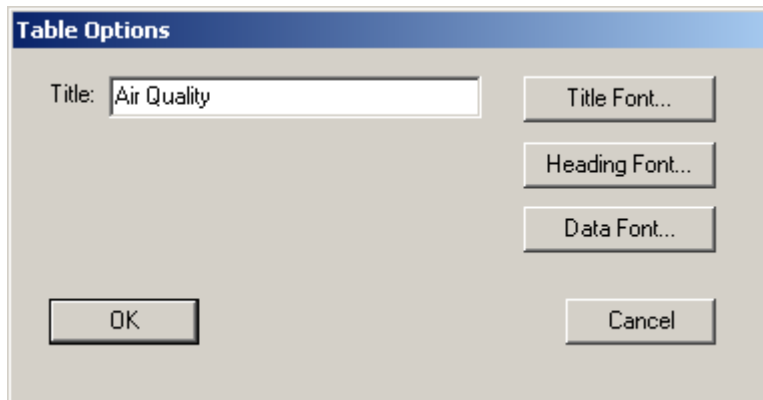
When a table is generated, a menu heading entitled **Table** automatically appears. Use this menu to manipulate the table.

### Using the Table Menu

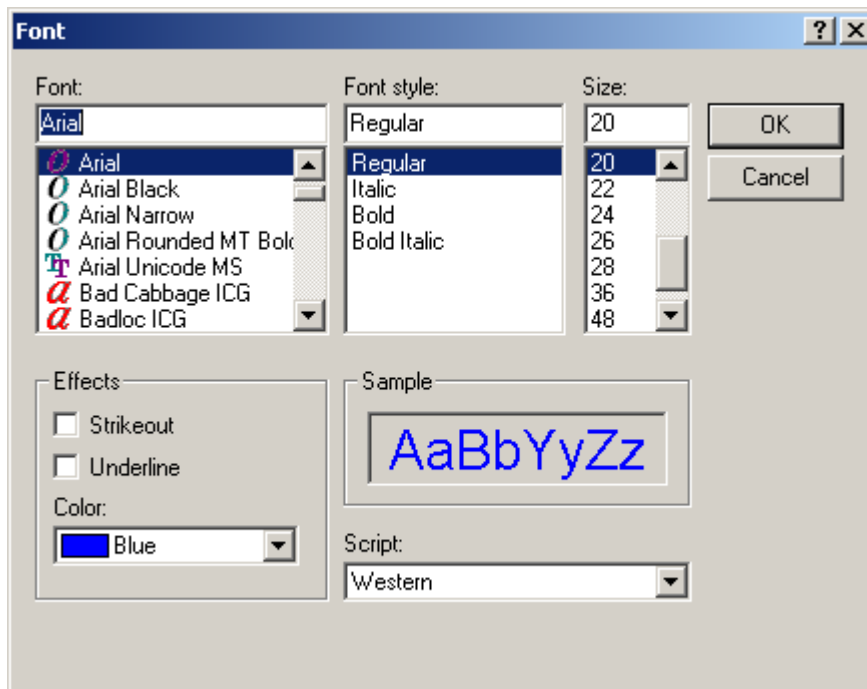
#### Naming a Table

In the KD Data Pro window, do the following to title a table.

1. From the **Table** menu select **Options** to receive the following dialog box:



2. In the **Title** box, type in the name of the table.
3. Click **Title Font** to change the font, size or color of the title and receive the following dialog box:



4. Select the font, style, size and color of the table title and click **OK**

- Click **OK** in the **Table Options** dialog box to return to the KD Data Pro window and apply the table title changes. Click **Cancel** in the **Table Options** dialog box to cancel your table title changes.

**Note:** Heading and data font can be changed in the same way title font was changed, by clicking on **Heading Font** or **Data Font** instead of **Title Font**, and following the above instructions.

## Setting Time and Location Preferences

### Choosing the Data Range

**Note:** By default, any graph, report, or table created, uses all logged data (all locations and total logged time).

This function can be used to limit active data to certain times or locations. In the KD Data Pro window, do the following to set time and location preferences for data logged.

- From the **Data** menu, select **Time And Location** to receive the following dialog box:

**Time Options**

Choose Range by:

Location

Location 1  
Location 2  
Location 3  
Location 4  
Location 5  
Location 6

Time

Starting Time:    
Ending Time:

Display All

Display Options:

Time:    
Date:

Sample:

Label:

Indicate Locations

- On the left side of the dialog box, under the **Choose Range by** heading, click in the **Location** or **Time** radio button to limit the data range by location or time.
- With the **Location** radio button selected, choose the locations you want to include (you can CTRL click or SHIFT click to select multiple locations) to limit the data range by location.

or

With the **Time** radio button selected, fill in the **Starting Time** and **Ending Time** boxes to limit the data range to specific times.

4. Click **OK** in the **Time Options** dialog box to return to the KD Data Pro window and apply the data range changes. Click **Cancel** in the **Time Options** dialog box to cancel your data range changes.

**Notes:** The **Display All** radio button is the default setting under the **Choose Range by** heading.

If changes to the data range are made, any future graph, report or table creation will generate a dialog box asking if you want those changes to be present in the new graph, report or table.

## Changing the Time Display Options

This function can be used to change the appearance of the time and date displays, change the *Time* label, as well as choose whether locations are indicated or not. In the KD Data Pro window, do the following to set the time display preferences.

1. From the **Data** menu, select **Time And Location** to receive the following dialog box:

The screenshot shows the **Time Options** dialog box. It features three main sections: **Choose Range by:** with radio buttons for **Location** (selected), **Time**, and **Display All**; **Display Options:** with dropdown menus for **Time** (set to HH:mm:ss) and **Date** (set to MM-dd-yyyy); and **Sample:** with text boxes showing 14:39:53 and 06-14-2006. The **Time** section includes **Starting Time** and **Ending Time** fields for both **Date** and **Time**. A **Label:** text box contains 'Time', and a checked **Indicate Locations** checkbox is present. **OK** and **Cancel** buttons are at the bottom.

2. On the right side of the dialog box, under the **Display Options** heading, click the **Time** or **Date** drop down boxes to change the appearance of the time or date.
3. In the **Label** box, type in a label for the time and date (the default label is *Time* for the graph and table, and *Range* for a report).
4. In the **Indicate Locations** check box, choose whether or not you want the locations indicated.
5. Click **OK** in the **Time Options** dialog box to return to the KD Data Pro window and apply the time display changes. Click **Cancel** in the **Time Options** dialog box to cancel your time display changes.

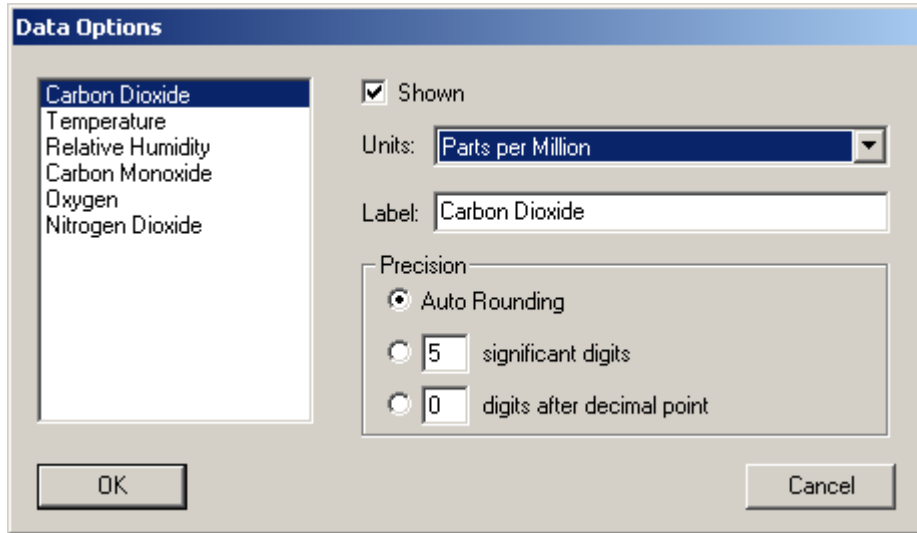
**Note:** If changes to the time display are made, any future graph, report or table creation will generate a dialog box asking if you want those changes to be present in the new graph, report or table.

# Setting Data Preferences

## Selecting the Type of Data Shown

This function may be used to limit the types of data shown on your graph, report or table. In the KD Data Pro window, do the following to select what types of data are shown.

1. From the **Data** menu, select **Data Options** to receive the following dialog box:



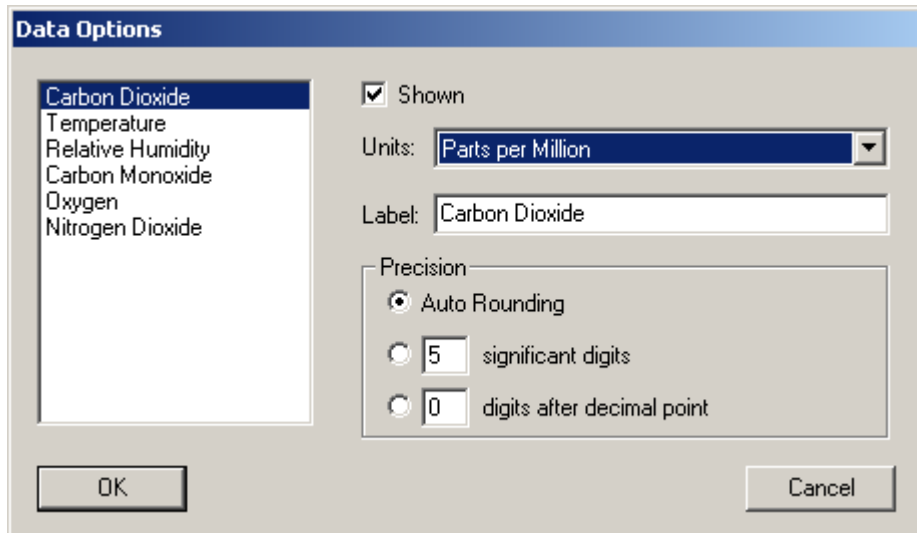
2. Select the type of measurement you wish to hide, for example Carbon Dioxide, Temperature, Relative Humidity, Carbon Monoxide. Click in the **Shown** check box (if the check is visible, the measurement is shown).
3. Click **OK** in the **Data Options** dialog box to return to the KD Data Pro window and apply the data display changes. Click **Cancel** in the **Data Options** dialog box to cancel your data display changes.

**Note:** If changes to the type of data displayed are made, any future graph, report or table creation will generate a dialog box asking if you want those changes to be present in the new graph, report or table.

## Selecting Units of Measurement and Data Labels

This function may be used to select the units of measurement and data labels for data shown on your graph, report or table. In the KD Data Pro window, do the following to select the units of measurement and label name for logged data.

1. From the **Data** menu, select **Data Options** to receive the following dialog box:



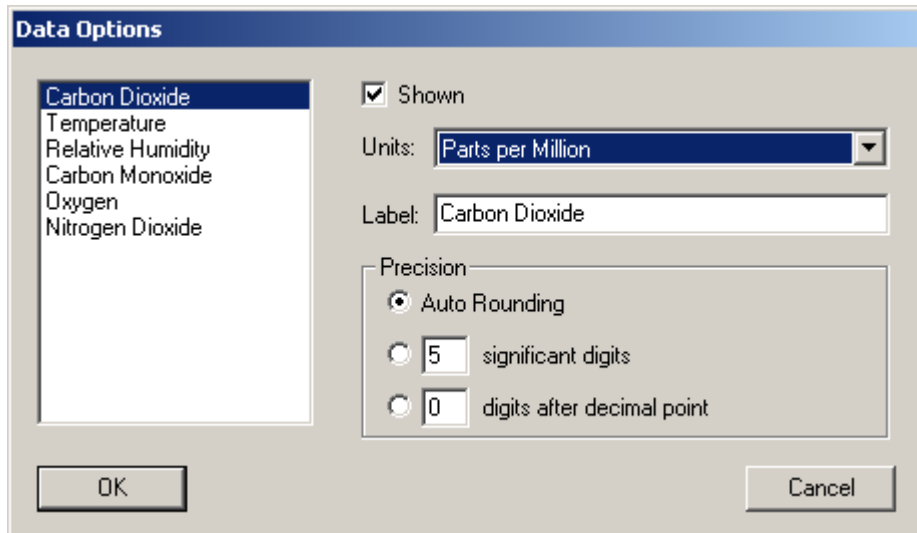
2. Select the type of measurement for which you wish to change the units of measurement or label, for example Carbon Dioxide, Temperature, Relative Humidity, Carbon Monoxide.
3. Use the **Units** drop down box to select the units of measurement for the selected data type.
4. In the **Label** box, type in a label for the type of measurement selected.
5. Click **OK** in the **Data Options** dialog box to return to the KD Data Pro window and apply the units of measurement and label changes. Click **Cancel** in the **Data Options** dialog box to cancel your changes.

**Note:** If changes to the units of measurement or data labels are made, any future graph, report or table creation will generate a dialog box asking if you want those changes to be present in the new graph, report or table.

## Selecting Data Measurement Precision

This function may be used to select the precision of data measured. In the KD Data Pro window, do the following to select the precision of data measured.

1. From the **Data** menu, select **Data Options** to receive the following dialog box:



2. Select the type of measurement for which you wish to change the precision of data measured, for example Carbon Dioxide, Temperature, Relative Humidity, Carbon Monoxide.
3. In the **Precision** frame, select either the **Auto Rounding** radio button, or the **digits** box radio button (**Auto Rounding** is the default setting).
4. If you choose the **significant digits** box your data will be displayed to the specified number of significant figures. Type in the number of digits you want your data to be significant to.
5. If you choose the **digits after decimal point** box your data will be displayed to a fixed number of digits to the right of the decimal point. Type in the number of digits you wish to see after the decimal point.
6. Click **OK** in the **Data Options** dialog box to return to the KD Data Pro window and apply the precision changes. Click **Cancel** in the **Data Options** dialog box to cancel your changes.

# Using the File Menu

## Opening a .KD File

In the KD Data Pro window, do one of the following to open a .KD file.

1. From the **File** menu, select **Open**

or



click the button on the toolbar to receive the **Open** dialog box.

2. Select the drive or folder the .KD file is located in from the **Look in** drop down box.
3. Select the .KD file, and click **Open** to open the file.

## Closing a .KD File

In the KD Data Pro window, do the following to close a .KD file.

1. From the **File** menu, select **Close**.

**Note:** You will be prompted to save the file if changes have been made and not previously saved.

## Saving a .KD File

In the KD Data Pro window, do one of the following to save a .KD file.

1. From the **File** menu, select **Save**

or



click the button on the toolbar to receive the **Save** dialog box.

2. Select the drive or folder the .KD file is to be saved in from the **Save in** drop down box.
3. Type a file name into the **File name** box.
4. Select the type of .KD file you wish to save from the **Save as type** drop down box.
5. Click **Save** to save the .KD file.

**Note:** Use **Save As** from the **File** menu to rename the file while keeping the previously saved file unaltered.

## Exporting a .KD File

You can export data to a Comma Separated Value (.CSV) file, a Tab Delimited Text (.TXT) file, or a Hyper Text Markup Language (.HTML) file. These file types can be opened by many spreadsheet (e.g., Microsoft Excel), word-processing (e.g., Microsoft Word), and web browser (e.g., Netscape Navigator) programs. In the KD Data Pro window use the following instructions to export data to one of the above file types.

1. From the **File** menu, select **Export** to receive the **Export** dialog box.
2. Select the drive or folder the file is to be saved in from the **Save in** drop down box.
3. Type a file name into the **File name** box.
4. Select the type of file you wish to save from the **Save as type** drop down box (e.g., .CSV, .TXT, .HTML).
5. Click **Save** to export the .KD file as the file type selected.

## Printing a .KD File

You can print tables, reports, and graphs. In the KD Data Pro window, do one of the following to print a .KD file.

1. From the **File** menu, select **Print**

or

click the  button on the toolbar to receive the **Print** dialog box.

**Note:** The **Print** dialog box and **Page Setup** dialog box are defined by the print driver you use. For information on these dialog boxes, see your printer's documentation or contact your printer manufacturer.

## Exiting KD Data Pro Software

In the KD Data Pro window, do the following to exit the KD Data Pro software.

1. From the **File** menu, select **Exit**.

**Note:** You will be prompted to save active files if changes have been made and not previously saved.