



## How To Transfer Microsoft Graph Templates Between Computers

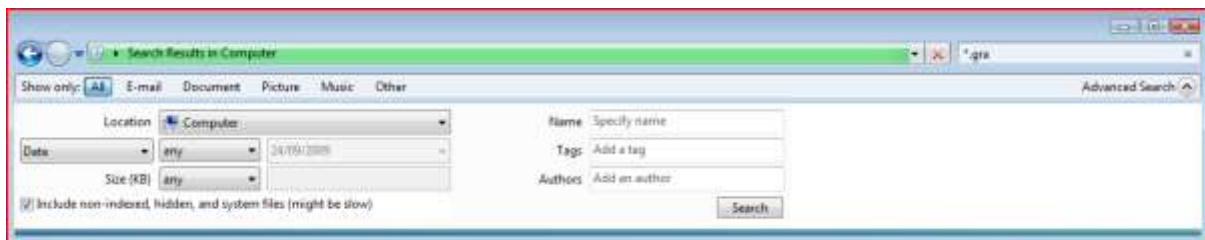
### Problem

You have created a number of chart templates in Microsoft Graph. This probably means that you or your colleagues are using Microsoft Office 2003 or earlier.

### Steps to solve

This *How To* relates entirely to Microsoft Windows and Microsoft Office.

1. Locate the file `GRUSRGAL.GRA` (usually in `C:\Documents and Settings\userprofile\Application Data\Microsoft\Graph`). Note, *userprofile* is your user name. If you cannot find this file perform a windows search for the file name `*.GRA`. You may need to do an advanced search and select **Include non-indexed, hidden, and system files (might be slow)** in order to find the appropriate directory. An example of such a search in Windows Vista is:



2. Copy this file to the equivalent folder on the other computer. This action will overwrite any user-defined charts already on this computer.
3. Your templates will now be accessible by Q.

### Additional reading

*How To Create Microsoft Graph Templates; How To Apply Microsoft Graph Templates When Exporting Charts; How To Use Templates When Exporting Multiple Charts.* Terms shown in italics and bold can be found in the index of the *Q Reference Manual*, the *Q Quick Start Manual* and via the **Help** menu within Q.

### What to do if the problem is not solved

If these instructions are insufficient, please email us (**Help | Email Support...**) with a detailed description of what in the instructions is not working for you and we will either provide you with more comprehensive instructions, or, upon your request, we can do the analysis for you in your file (fees apply) .