How To – Access HANA Tables using Excel - Microsoft Query

1. Open Excel
2. Select Data
3. Select From Other Sources
4. Select From Microsoft Query

![Image](image.png)

• Select HANA_ODBC
• Click OK

![Image](image.png)

• Enter AD user ID ONLY
• Leave Password blank
• Click OK

![Image](image.png)

• Select Options
• Select STUDENT Schema (selection list will start from the bottom)
• Click OK
The following tables are available in the STUDENT schema:

- Transfer the table or tables you want to work with
- Click Next to continue

Continuing with the Query Wizard, you can Filter Data

Set the Sort Order
Return Data to Microsoft Excel
- Click Finish

Select the options for importing the data

Import Data
Select how you want to view this data in your workbook.
- Table
- PivotTable Report
- PivotChart and PivotTable Report
- Only Create Connection

Where do you want to put the data?
- Existing worksheet:
  - $A$1
- New worksheet

Properties… OK Cancel

Data after it is returned to Excel

OR

View data in Microsoft Query
- Click Finish
Data after it is returned to Excel.

This option allows you to Add Tables if needed.

Additional information for working with Microsoft Query can be found in the Excel online Help.