

## THE DESKTOP CONSOLIDATION WORKSPACE

# EXCEL WORKBOOKS AND CSVS MERGER

## One folder. Many source files. One structured result.

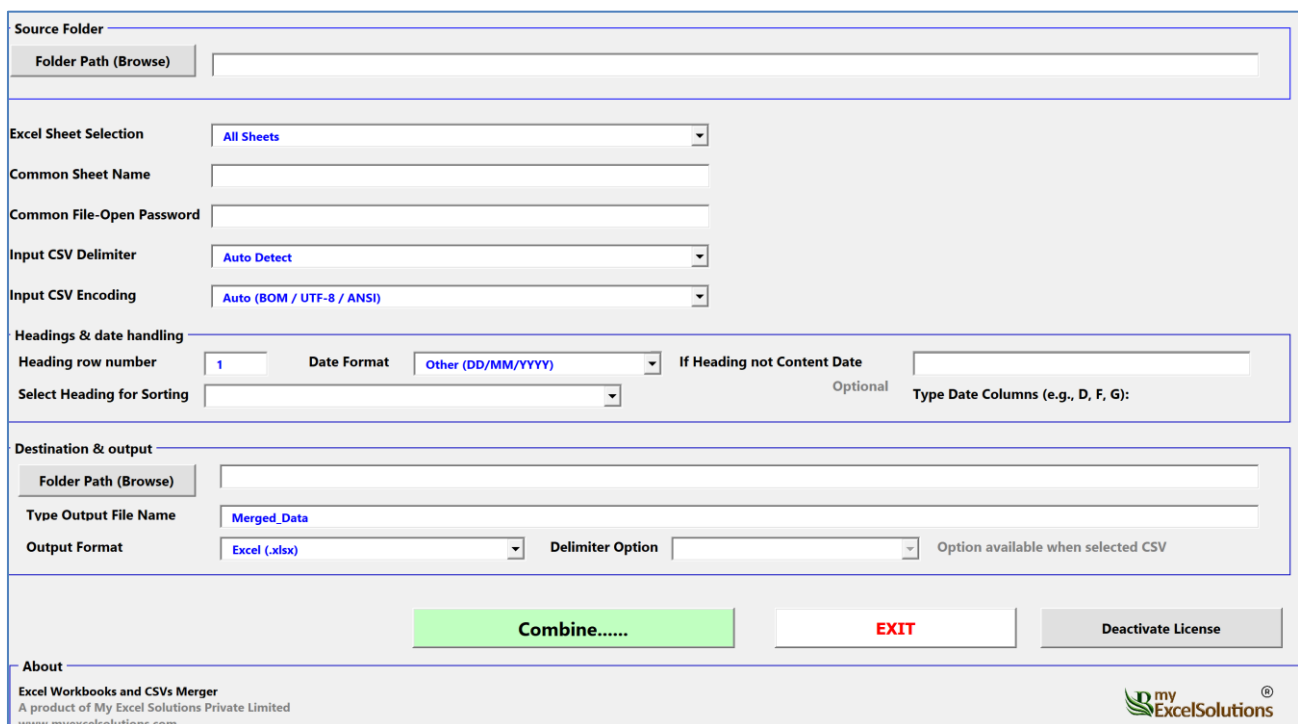
Bring Excel workbooks and CSV exports into a consistent, traceable dataset—without repetitive copy/paste or manually combining every sheet.

### MIXED INPUTS

Read Excel and CSV files together from one selected source folder.

### CONTROLLED OUTPUT

Export to Excel or CSV, with sorting, source tracking and larger-file handling.



The screenshot shows the 'Current Setup screen' of the 'Excel Workbooks and CSVs Merger' application. It is divided into several sections:

- Source Folder:** Includes a 'Folder Path (Browse)' button and a text input field.
- Excel Sheet Selection:** A dropdown menu set to 'All Sheets'.
- Common Sheet Name:** A text input field.
- Common File-Open Password:** A text input field.
- Input CSV Delimiter:** A dropdown menu set to 'Auto Detect'.
- Input CSV Encoding:** A dropdown menu set to 'Auto (BOM / UTF-8 / ANSI)'.
- Headings & date handling:**
  - 'Heading row number' is set to '1'.
  - 'Date Format' is set to 'Other (DD/MM/YYYY)'.
  - 'If Heading not Content Date' is an optional checkbox.
  - 'Select Heading for Sorting' is a dropdown menu.
  - 'Type Date Columns (e.g., D, F, G):' is a text input field.
- Destination & output:**
  - 'Folder Path (Browse)' button and text input field.
  - 'Type Output File Name' is set to 'Merged\_Data'.
  - 'Output Format' is set to 'Excel (.xlsx)'.
  - 'Delimiter Option' is a dropdown menu with a note 'Option available when selected CSV'.
- Action Buttons:** 'Combine.....' (green), 'EXIT' (red), and 'Deactivate License' (grey).
- About:** Text at the bottom left: 'Excel Workbooks and CSVs Merger', 'A product of My Excel Solutions Private Limited', and 'www.myexcelsolutions.com'.
- Logo:** 'my ExcelSolutions' logo at the bottom right.

Current Setup screen • Source options, data handling and output controls

### DESIGNED FOR REPEATABLE WORK

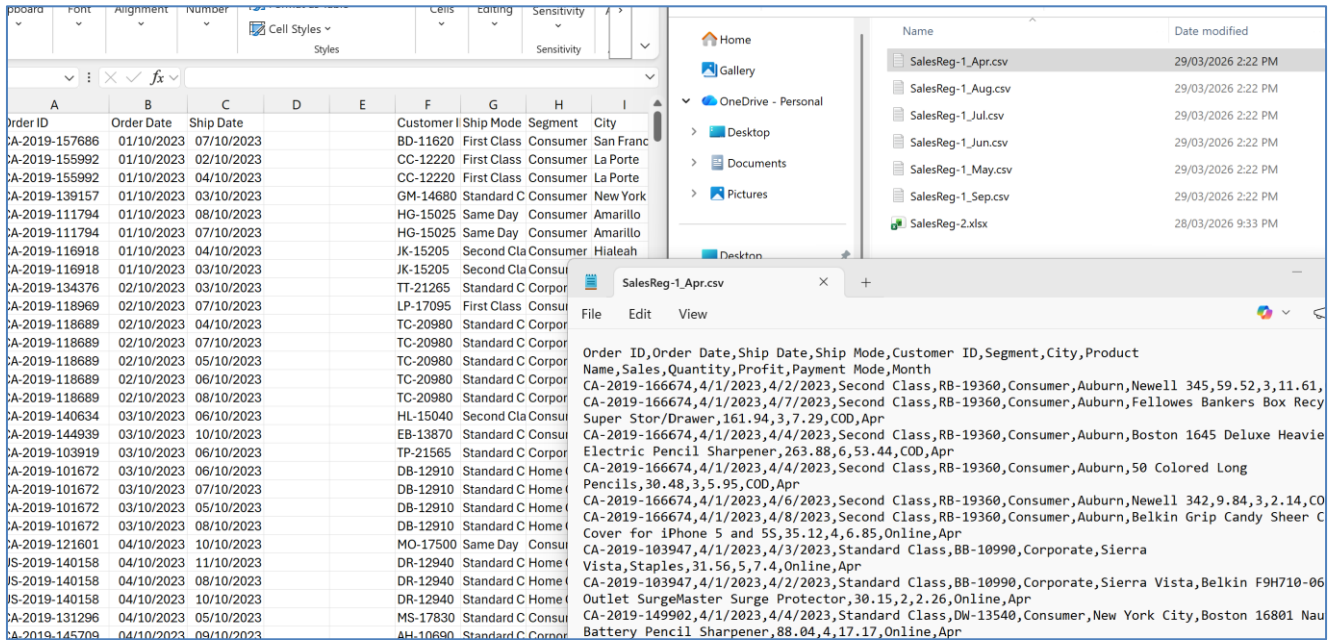
Useful for monthly sales consolidation, ERP exports, operational reporting and source-by-source reviews. Source files are read, not overwritten.

## From a folder of files to an analysis-ready dataset

A practical three-stage process that keeps the workflow easy to explain, repeat and audit.

| 01 SELECT                                                 | 02 STANDARDISE                                                   | 03 COMBINE & EXPORT                                            |
|-----------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------|
| Choose a folder containing Excel workbooks and CSV files. | Select heading row, sheet mode, date interpretation and sorting. | Run the merge and review the consolidated Excel or CSV output. |

## Works with real-world source folders



Mixed source example • Excel worksheet and CSV data from the same collection

## Built-in provenance for faster checks

Each merged row carries Source File and Sheet Name information. Filter the output by origin to investigate differences, verify monthly inputs or trace a particular source record.

### ALL SHEETS

Bring eligible worksheets together across Excel files, alongside CSV inputs.

### SAME SHEET NAME

Use one shared worksheet name—such as Sales—across every workbook.

## Every important input has a clear control

The current Setup interface keeps optional settings visible, without forcing users through a complicated import wizard.

| SETTING                    | WHAT IT GIVES THE USER                                                                                      |
|----------------------------|-------------------------------------------------------------------------------------------------------------|
| Excel sheet selection      | All Sheets or one Same Sheet Name across all Excel workbooks.                                               |
| Common file-open password  | Provide one password for eligible encrypted Excel source files; inaccessible files are recorded for review. |
| CSV input delimiter        | Auto Detect, comma, semicolon, tab, pipe or space.                                                          |
| CSV text encoding          | Auto, UTF-8 or Windows-1252 (ANSI) for different exports.                                                   |
| Heading row                | Ignore the rows above the selected header row.                                                              |
| Date format / date columns | Choose date interpretation and optionally specify date columns.                                             |
| Sorting                    | Select an available heading to order the final output.                                                      |
| Output format              | Excel (.xlsx) or CSV with relevant delimiter options.                                                       |

## Prepared for growing row counts

For Excel output, the configured large-data workflow writes data in parts of up to 900,000 data rows per file (plus header). Power Query processing and optional global sorting can still depend on available PC memory and source complexity.

## ACCURACY FIRST

Review the selected date format, processed/skipped file count and final row totals before treating the export as complete. Deliberate checks are better than unsupported “100% error-free” claims.

# Output designed to be useful immediately

A consolidated table with standard column headings and source provenance, ready for filtering, pivoting and downstream review.

| Avery Arch Ring Binders |                 |            |                |            |            |                |             |             |              |                                                              |         |          |           |
|-------------------------|-----------------|------------|----------------|------------|------------|----------------|-------------|-------------|--------------|--------------------------------------------------------------|---------|----------|-----------|
|                         | A               | B          | C              | D          | E          | F              | G           | H           | I            | J                                                            | K       | L        | M         |
| 1                       | Source File     | Sheet Name | Order ID       | Order Date | Ship Date  | Ship Mode      | Customer ID | Segment     | City         | Product Name                                                 | Sales   | Quantity | Profit    |
| 2                       | SalesReg-2.xlsx | Jan        | CA-2019-160304 | 01/01/2023 | 03/01/2023 | Standard Class | BM-11575    | Corporate   | Gaithersburg | Bush Westfield Collection Bookcases, Medium Cherry Finis     | 73.94   | 1        | 21.2 On   |
| 3                       | SalesReg-2.xlsx | Jan        | CA-2019-160304 | 02/01/2023 | 07/01/2023 | Standard Class | BM-11575    | Corporate   | Gaithersburg | Bush Westfield Collection Bookcases, Medium Cherry Finis     | 173.94  | 3        | 28.7 On   |
| 4                       | SalesReg-2.xlsx | Jan        | CA-2019-160304 | 02/01/2023 | 08/01/2023 | Standard Class | BM-11575    | Corporate   | Gaithersburg | GE 30522EE2                                                  | 231.98  | 2        | 50.46 Ca  |
| 5                       | SalesReg-2.xlsx | Jan        | CA-2019-125206 | 03/01/2023 | 04/01/2023 | First Class    | LR-16915    | Consumer    | Los Angeles  | Recycled Steel Personal File for Hanging File Folders        | 114.46  | 2        | 21.46 On  |
| 6                       | SalesReg-2.xlsx | Jan        | US-2019-116365 | 03/01/2023 | 08/01/2023 | Standard Class | CA-12310    | Corporate   | San Antonio  | Imation Clip USB flash drive - 8 GB                          | 30.08   | 2        | -3.95 On  |
| 7                       | SalesReg-2.xlsx | Jan        | US-2019-116365 | 03/01/2023 | 09/01/2023 | Standard Class | CA-12310    | Corporate   | San Antonio  | WD My Passport Ultra 1TB Portable External Hard Drive        | 165.6   | 3        | -4.66 On  |
| 8                       | SalesReg-2.xlsx | Jan        | US-2019-116365 | 03/01/2023 | 09/01/2023 | Standard Class | CA-12310    | Corporate   | San Antonio  | AT&T 17929 Lendline Telephone                                | 180.96  | 5        | 10.18 Ca  |
| 9                       | SalesReg-2.xlsx | Jan        | CA-2019-105207 | 03/01/2023 | 08/01/2023 | Standard Class | BO-11350    | Corporate   | Broken Arrow | Hon Practical Foundations 30 x 60 Training Table, Light Gray | 1592.85 | 7        | 262.82 CC |
| 10                      | SalesReg-2.xlsx | Jan        | CA-2019-105207 | 03/01/2023 | 09/01/2023 | Standard Class | BO-11350    | Corporate   | Broken Arrow | Storex Dura Pro Binders                                      | 11.88   | 2        | 4.01 CC   |
| 11                      | SalesReg-2.xlsx | Jan        | CA-2019-158211 | 04/01/2023 | 08/01/2023 | Standard Class | BP-11185    | Corporate   | Philadelphia | Avery Arch Ring Binders                                      | 104.58  | 6        | -60.14 On |
| 12                      | SalesReg-2.xlsx | Jan        | CA-2019-158211 | 04/01/2023 | 05/01/2023 | Standard Class | BP-11185    | Corporate   | Philadelphia | Newell 312                                                   | 4.67    | 1        | 0.44 On   |
| 13                      | SalesReg-2.xlsx | Jan        | US-2019-164630 | 04/01/2023 | 10/01/2023 | Standard Class | EB-13975    | Corporate   | Charlotte    | Hewlett Packard 310 Color Digital Copier                     | 959.97  | 4        | 90 On     |
| 14                      | SalesReg-2.xlsx | Jan        | CA-2019-134474 | 05/01/2023 | 09/01/2023 | Second Class   | AJ-10795    | Corporate   | Jacksonville | Logitech MX Performance Wireless Mouse                       | 191.47  | 6        | 30.52 CC  |
| 15                      | SalesReg-2.xlsx | Jan        | CA-2019-134474 | 05/01/2023 | 09/01/2023 | Second Class   | AJ-10795    | Corporate   | Jacksonville | Newell 337                                                   | 5.25    | 2        | 0.45 On   |
| 16                      | SalesReg-2.xlsx | Jan        | CA-2019-134474 | 05/01/2023 | 10/01/2023 | Second Class   | AJ-10795    | Corporate   | Jacksonville | Logitech B530 USB Headset - headset - Full size, Binaural    | 59.19   | 2        | 3.89 CC   |
| 17                      | SalesReg-2.xlsx | Jan        | CA-2019-101938 | 07/01/2023 | 14/01/2023 | Standard Class | DW-13480    | Home Office | Oakland      | Panasonic KP-350BK Electric Pencil Sharpener with Auto Str   | 34.58   | 1        | 7.52 CC   |
| 18                      | SalesReg-2.xlsx | Jan        | CA-2019-158806 | 07/01/2023 | 09/01/2023 | Standard Class | NM-18520    | Consumer    | Amarillo     | Executive Impressions 13" Clairmont Wall Clock               | 23.08   | 3        | -8.22 CC  |
| 19                      | SalesReg-2.xlsx | Jan        | CA-2019-158806 | 07/01/2023 | 13/01/2023 | Standard Class | NM-18520    | Consumer    | Amarillo     | Xerox 212                                                    | 25.92   | 5        | 6.81 Ca   |
| 20                      | SalesReg-2.xlsx | Jan        | US-2019-137295 | 08/01/2023 | 09/01/2023 | Standard Class | VS-21820    | Consumer    | Raleigh      | Newell 319                                                   | 47.62   | 3        | 4.47 CC   |
| 21                      | SalesReg-2.xlsx | Jan        | US-2019-137295 | 08/01/2023 | 12/01/2023 | Standard Class | VS-21820    | Consumer    | Raleigh      | XtraLife ClearVue Slant-D Ring Binder, White, 3"             | 30.83   | 7        | -18.5 Ca  |
| 22                      | SalesReg-2.xlsx | Jan        | US-2019-137295 | 08/01/2023 | 11/01/2023 | Standard Class | VS-21820    | Consumer    | Raleigh      | Avaya 5410 Digital phone                                     | 108.79  | 2        | 8.16 CC   |
| 23                      | SalesReg-2.xlsx | Jan        | US-2019-100461 | 08/01/2023 | 14/01/2023 | Standard Class | JO-15145    | Corporate   | Franklin     | Atlantic Metals Mobile 3-Shelf Bookcases, Custom Colors      | 1565.88 | 6        | 305.35 On |
| 24                      | SalesReg-2.xlsx | Jan        | US-2019-100461 | 08/01/2023 | 13/01/2023 | Standard Class | JO-15145    | Corporate   | Franklin     | Plastic Binding Combs                                        | 106.05  | 7        | 37.39 Ca  |
| 25                      | SalesReg-2.xlsx | Jan        | CA-2019-108882 | 09/01/2023 | 14/01/2023 | Standard Class | LA-16780    | Corporate   | Fresno       | Logitech G500s Laser Gaming Mouse with Adjustable Weigh      | 349.95  | 5        | 89.24 CC  |
| 26                      | SalesReg-2.xlsx | Jan        | CA-2019-108882 | 09/01/2023 | 11/01/2023 | Standard Class | LA-16780    | Corporate   | Fresno       | netTALK DUO VoIP Telephone Service                           | 377.93  | 9        | 106.29 Ca |
| 27                      | SalesReg-2.xlsx | Jan        | CA-2019-126543 | 09/01/2023 | 15/01/2023 | Second Class   | MF-17665    | Corporate   | Toledo       | DAX Two-Tone Rosewood/Black Document Frame, Desktop,         | 15.17   | 2        | 2.85 Ca   |
| 28                      | SalesReg-2.xlsx | Jan        | CA-2019-116547 | 10/01/2023 | 15/01/2023 | Standard Class | KB-16585    | Corporate   | Seattle      | Logitech Media Keyboard K200                                 | 69.98   | 2        | 9.97 CC   |
| 29                      | SalesReg-2.xlsx | Jan        | CA-2019-163937 | 10/01/2023 | 11/01/2023 | Second Class   | JB-16000    | Consumer    | Longview     | DAX Value U-Channel Document Frames, Easel Back              | 24.85   | 5        | 5.78 Ca   |

Excel output example • Source File, Sheet Name and transaction-level fields

## Where the tool fits

### FINANCE & OPERATIONS

Merge monthly extracts, source registers and branch-level worksheets into a reviewable dataset.

### REPORTING & ANALYTICS

Prepare consistent input for pivots, exception checks, reporting and further reconciliation.

## Simple desktop deployment

Excel-integrated Windows application with a purpose-built UserForm, minimize/restore support, and XLS Padlock licensing controls for activation and deactivation in packaged editions.

## GET STARTED

My Excel Solutions Pvt Ltd | [www.myexcelsolutions.com](http://www.myexcelsolutions.com)

Product: Excel Workbooks and CSVs Merger • October 2026 edition

## Start with a small, verified pilot

Run a few representative XLSX and CSV files first. Check the completed row count, date fields and Source File / Sheet Name columns, then move to your larger production folder.

## Good practice before distribution

**Keep source and output folders separate.** This prevents an earlier export from being merged again.

**Verify date interpretation.** Compare at least one known source date and amount with the output.

**Review exceptions.** Check skipped files and investigate any missing worksheet or password issue.