

PRINTING FOR EXCEL

To print for Excel, go to the file menu, then page set-up and choose the sheet tab. In the sheet tab you insert the print range that you want to print in the print area. Press OK.

File Menu

- Page set-up
- Sheet tab
- Print area

Insert range in print area.

NOTE: The availability percent worksheet, workforce analysis, and utilization analysis will have their own tab for each region. The underutilization summary by region (DHR-11) will be the last tab.

Print Ranges for Availability Percent Worksheets

Officials/Administrators

A1:M73

Women
Black or African American
Hispanic or Latino

A74:M146

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Professionals

A147:M220

Women
Black or African American
Hispanic or Latino

A221:M293

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Technicians

A294:M367

Women
Black or African American
Hispanic or Latino

A368:M439

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Protective Service

A440:M513

Women
Black or African American
Hispanic or Latino

A514:M585

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Paraprofessionals

A586:M659

Women
Black or African American
Hispanic or Latino

A660:M731

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Administrative Support

A732:M805

Women
Black or African American
Hispanic or Latino

A806:M877

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Skilled Craft

A878:M951

Women
Black or African American
Hispanic or Latino

A952:M1023

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Service/Maintenance

A1024:M1097

Women
Black or African American
Hispanic or Latino

A1098:M1169

Asian
American Indian or Alaskan Native
Native Hawaiian or Other Pacific Islander

Print Range for Workforce Analysis

A1:AA31

Print Ranges for Utilization Analysis

A1:I67

Women

Black or African American

A68:I136

Hispanic or Latino

Asian

A137:I205

American Indian or Alaskan Native

Native Hawaiian or Other Pacific Islander

Print Range for Underutilization Summary by Region (DHR-11)

A1:Y45