## วิธีการเปลี่ยน Delimiter ในคอมพิวเตอร์

- 1. ปิดไฟล์ Excel
- 2. เปิด Control Panel



3. เลือก Region หรือ Clock and Region

$\leftarrow$ $\rightarrow$	ontrol Panel Items	ontrol P	anel Items				- 🗆 - 🖸	× Panel
Adjus	t your computer's settings						View by: Large icons -	
R	BitLocker Encryption Options	1	Color Management		Configuration Manager		Credential Manager	^
P	Date and Time		Default Programs		Device Manager		Devices and Printers	
٩	Ease of Access Center	8	File Explorer Options	6	File History	£	Flash Player (32-bit)	
A	Fonts	Þ	Indexing Options	e	Internet Options	(ill)	Java (32-bit)	
	Keyboard	0	Mail	Ø	Mouse	ų	Network and Sharing Center	
4	Phone and Modem	1	Power Options	õ	Programs and Features		Recovery	
٩	Region	-	RemoteApp and Desktop Connections	2	Security and Maintenance	9	Sound	
Ģ	Spee Customize settings for the displ languages, numbers, times, and	ay of dates.	Storage Spaces	0	Sync Center		System	
<b>3</b>	Taskbar and Navigation		Troubleshooting	<u>8</u>	User Accounts	1	Windows Defender Firewall	1
				-				~

- 4. เลือก "Additional Settings"
- 5. ในช่อง "List separator" เปลี่ยน Delimiter เป็น | (Pipe)
- 6. กด OK

List separator	: ,		~	
Region			🔗 Customize Format	×
Formats Administrative	e		Numbers Currency Time Date	
Eormat: English (United Sta	tes)	~	Example Positive: 123,456,789.00	Negative: -123,456,789.00
Language preference	nes mats		Desimal symbols	
Short date:	M/d/yyyy	$\sim$	Decimal symbol:	. *
Long date:	dddd, MMMM d, yyyy	$\sim$	<u>N</u> o. of digits after decimal:	2 ~
S <u>h</u> ort time:	h:mm tt	$\sim$	Digit grouping symbol:	,
Long time:	h:mm:ss tt	~	Digit grouping:	123,456,789 ~
First day of week:	Sunday	~	Negative sign symbol:	- ~
, _			Negative number format:	-1.1 ~
Examples			Display leading zeros:	0.7 ~
Short date:	1/14/2021		List separator:	
Long date:	Thursday, January 14, 2021		Measurement system:	
Short time:	7:02 PM		<u>m</u> easurement system.	0.01
Long time.	Additional settings OK Cancel	Apply	Click Reset to restore the system of numbers, currency, time, and date	lefault settings for <u>R</u> eset

- 7. เปิดไฟล์ Excel ที่ต้องการ
- 8. เลือก File -> Save As

File <u>n</u> ame	convertTocsv.xlsx						
Save as type:	Excel Workbook (*.xlsx)				$\sim$		
Authors:	Win10	Tags: Add a tag	Title: Add a title	Subject: Specify the subject			
	Save Thumbnail						
∧ Hide Folders				Too <u>i</u> s ▼ <u>S</u> ave Cancel			

9. เปลี่ยน 'Save as type' เป็น 'CSV (Comma delimited)(\*.csv)'

	Excel Workbook (*.xlsx)				
	Excel Macro-Enabled Workbook (*.xism	1)			
	Excel Binary Workbook (*.xlsb)				
Microsoft Excel	Excel 97-2003 Workbook (*.xls)				
	XML Data (*.xml)				
OneDrive	Single File Web Page (*.mht;*.mhtml)				
	Web Page (*.htm;*.html)				
OneDrive - Ban	Excel Template (*.xltx)				
	Excel Macro-Enabled Template (*,xltm)				
This PC	Excel 97-2003 Template (*.xlt)				
	Text (Tab delimited) (*.txt)				
3D Objects	Unicode Text (*.txt)				
Deskton	XML Spreadsheet 2003 (*.xml)				
	Microsoft Excel 5.0/95 Workbook (*.xls)				
Documents	CSV (Comma delimited) (*.csv)				
Downloads	Formatted Text (Space delimited) (*.prr	1)			
	Text (Macintosh) (*.txt)				
Music	Text (MS-DOS) (*.txt)				
Pictures	CSV (Macintosh) (*.csv)				
	CSV (MS-DOS) (*.csv)				
Videos	DIF (Data Interchange Format) (*.dif)				
📫 OS (C·)	SYLK (Symbolic Link) (*.slk)				
	Excel Add-in (*.xlam)				
	Excel 97-2003 Add-in (*.xla)				
	PDF (*.pdf)				
	XPS Document (*.xps)				
	Strict Open XML Spreadsheet (*.xlsx)				
File <u>n</u> ame:	OpenDocument Spreadsheet (*.ods)				
Save as type:	Excel Workbook (*.xlsx)				~
Authors:	Win10	Tags: Add a tag	Title: Add a title	Subject: Specify the subject	
	Save Thumbnail				
Hide Folders				Too <u>l</u> s ▼ <u>S</u> a	ave Cancel

10. เลือก Tools > Web Option

∧ Hide Folders	Tools 🔻	Save	Cancel
	Map Netw	vork Drive	
	Web Optio	ons	
	General O	ptions	
	Compress	Pictures	

11. เลือก Encoding > Save this document as: > Unicode (UTF-8)

/eb Optio	ns				?	×
General	Browsers	Files	Pictures	Encoding	Fonts	
Encoding						
Reload	the current d	ocument	as:			
Save thi	s document a	as:				
Thai (W	Thai (Windows)					$\sim$
Turkish	(ISO)					~
lurkish	(Windows)					
Unicod	e (Big-Endiar	n)				- 1
Unicod	e (UTF-8)	·				
US-ASC	11					×
				OK		ancel
				UK		ancer

12. กด Save