

Convert time data in Excel export to Jira format

When you export a structure to Excel, the time tracking information is shown in hours format, rather than Jira's duration format (e.g., *1w 3d 5h 20m*).

To convert this data back to the Jira Duration format, use the Excel Macro and instructions below.



Only Excel 2010+ is supported. It is possible that the macro will work with the 2007 version, but we can't guarantee it.

How to Install

1. Download the attached Macro: [FormatTimetrackingData.xlam](#).
2. In Excel, open **File | Options | Add-Ins**.
 - a. Select **Manage | Excel Add-Ins** and click **Go**.
 - b. In the dialog, click the 'Browse' button and select the downloaded `FormatTimetrackingData.xlam`
 - c. Make sure the checkbox is selected for the 'FormatTimetrackingData' option and click **OK**.
3. In Excel, go to **File | Options | Customize Ribbon**.
 - a. On the right, select the tab where the button for running the macro will go (e.g., *View*). Select the desired tab.
 - b. Click **New Group** to add a custom group in the selected tab.
 - c. Select the added group and click **Rename**. Select an icon and a name for it and click **OK**. A button for using the macro will be created.
 - d. Go to **Choose commands from | Macros**, select `FormatTrackingData`, click **Add** and **OK**.

How to Use

1. Select the data to convert.
2. Click the created button on the ribbon.

The selected cells will be converted to a string in the Jira duration format, such as "1w 3d 5h 20m".