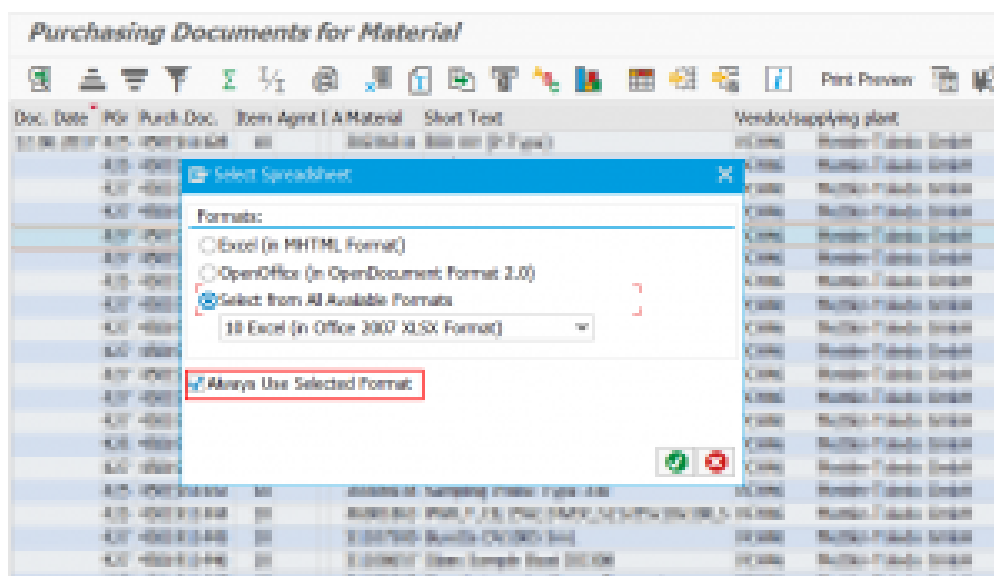


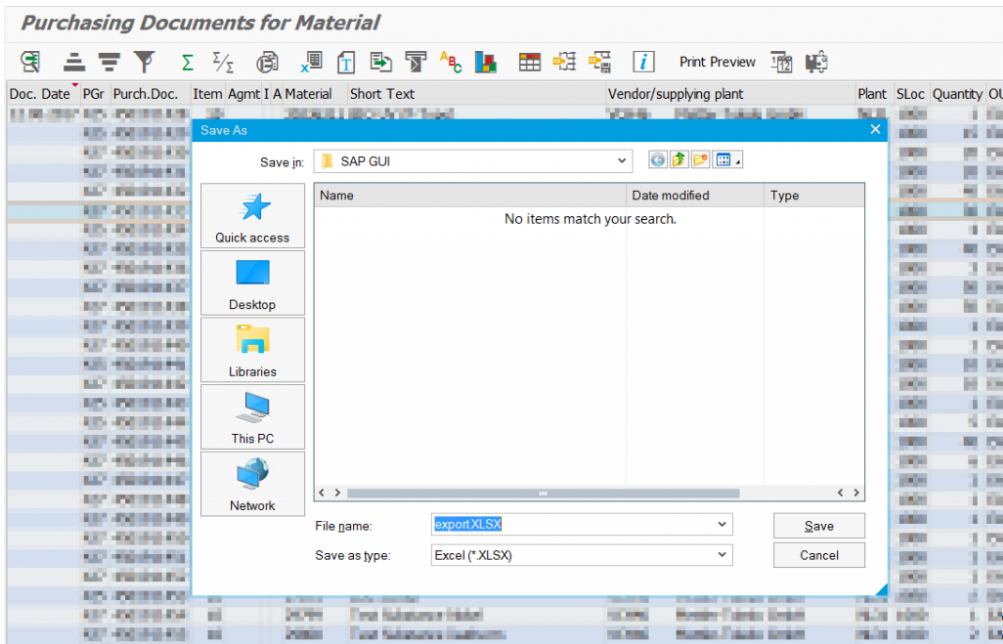
# SAP checkbox “Always Use Selected Format”



Recently I've seen a question from a user **How and Where to remove the flag “Always use the selected format”?**

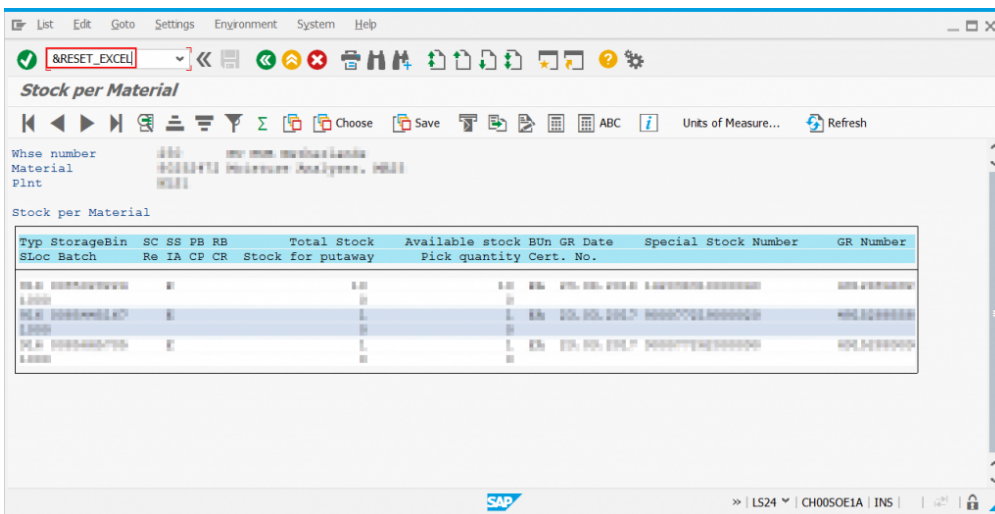


So, if you set this flag then the data is always transferred in the selected format when you export an ALV grid without you having to define the required format again.

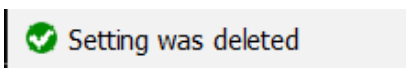


Let me share with you at least three variants how to reverse it:

1) If the transaction do not use ALV grid layout. Login to the system via SAPGUI, run transaction where you want to untick checkbox. For example transaction LS26:



Execute a command **&RESET\_EXCEL** in the command box. As a confirmation you should see message in the status bar:



2) If the transaction use ALV grid layout. Open transaction (for example transaction ME2M) where you want to untick checkbox, go to screen with result. Hit the **left mouse button -> Spreadsheet...**:

Purchasing Documents for Material

Doc. Date	PGr	Purch.Doc.	Item Agmt I A	MATERIAL	Short Text	Vendor/supplying plant	Plant	Sloc	Quantity	OU	Net price	Cry	Per	To be
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	1	SA	1,100,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	2	SA	252,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	3	SA	16,10	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	4	SA	25,70	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	5	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	6	SA	43,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	7	SA	49,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	8	SA	16,10	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	9	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	10	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	11	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	12	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	13	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	14	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	15	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	16	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	17	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	18	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	19	SA	16,00	04F	1	
4-10-2010	000	4000000000	00	1626207	Steel Plate	000000	0000	0000	20	SA	16,00	04F	1	

SAP ME2M CH00SOE1A INS

Purchasing Documents for Material

Select Spreadsheet

Formats:

- Excel (in MHTML Format)
- OpenOffice (in OpenDocument Format 2.0)
- Select from All Available Formats
  - 10 Excel (in Office 2007 XLSX Format)

Always Use Selected Format

Untick the check box and hit Enter

Purchasing Documents for Material

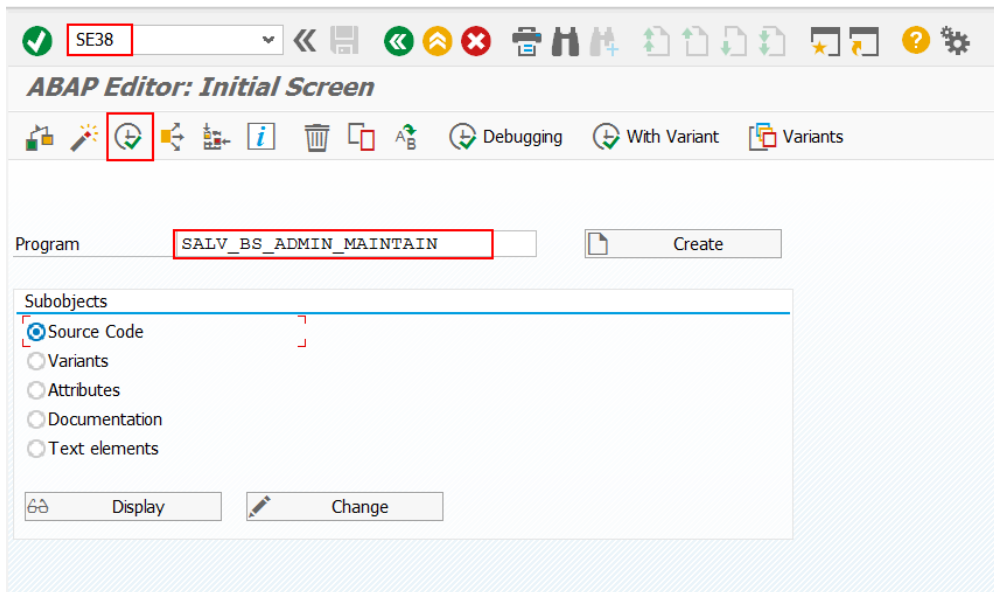
Select Spreadsheet

Formats:

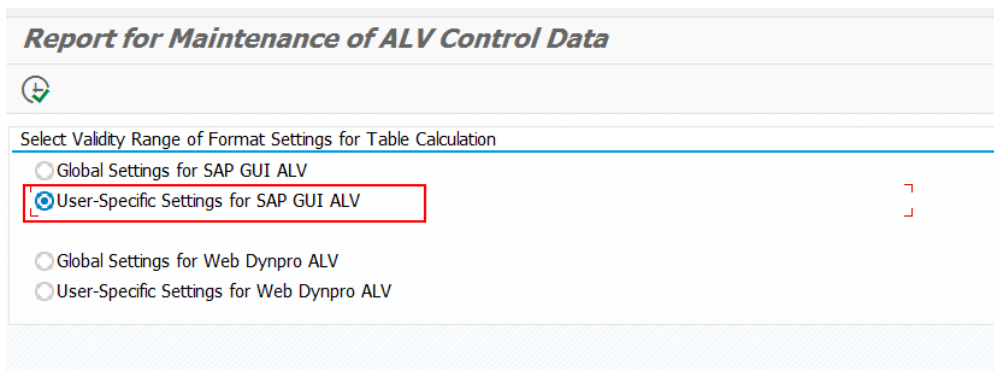
- Excel (in MHTML Format)
- OpenOffice (in OpenDocument Format 2.0)
- Select from All Available Formats
  - 10 Excel (in Office 2007 XLSX Format)

Always Use Selected Format

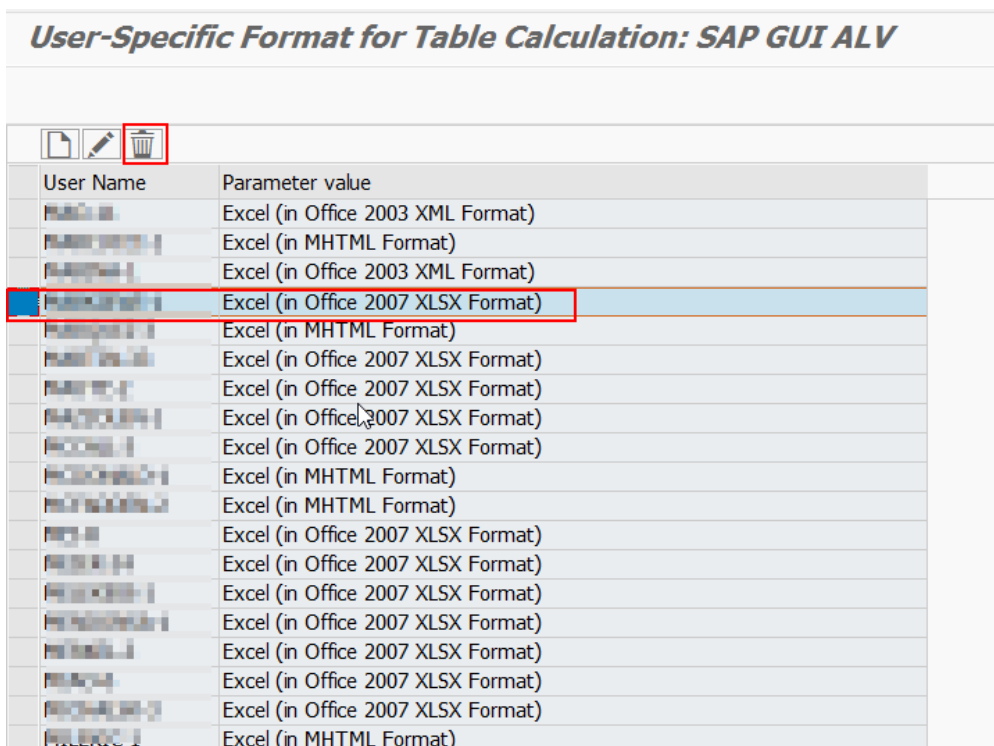
### 3) Run program SALV\_BS\_ADMIN\_MAINTAIN via transaction SE38



### Select User-Specific Settings for SAP GUI ALV and execute (F8)



### find the user and delete the record



P.S. "I use first variant and it works in many cases."