

# SAS<sup>®</sup>9 ODS Destination for Word Tip Sheet

## Sample Code

```
ods graphics on;
ods word file="freq.docx"

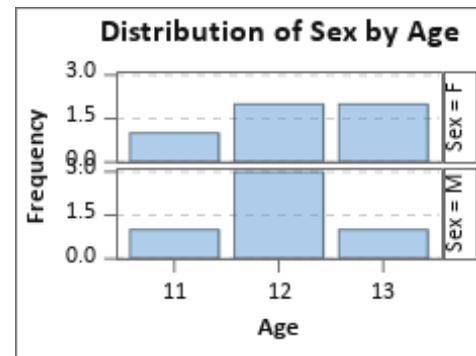
proc freq data=sashelp.class
  (where=(age<=13));
  tables sex*age/plots=freq;
run;

proc odstext;
  p "A few of my favorite things:";
  list/style={liststyletype=decimal};
  item "raindrops on roses";
  item "whiskers on kittens";
  item "bright copper kettles";
  item "warm woolen mittens";
end;
run;

ods word close;
```

## Sample Output

Table of Sex by Age				
Sex	Age			
Frequency Percent Row Pct Col Pct	11	12	13	Total
<b>F</b>	1 10.00 20.00 50.00	2 20.00 40.00 40.00	2 20.00 40.00 66.67	5 50.00
<b>M</b>	1 10.00 20.00 50.00	3 30.00 60.00 60.00	1 10.00 20.00 33.33	5 50.00
<b>Total</b>	2 20.00	5 50.00	3 30.00	10 100.00



A few of my favorite things:

1. raindrops on roses
2. whiskers on kittens
3. bright copper kettles
4. warm woolen mittens

For complete information, refer to the Base SAS<sup>®</sup> 9.4 documentation at <http://support.sas.com/documentation/onlinedoc/base/index.html>.



## The ODS Destination for Word Tip Sheet

This tip sheet places frequently used information in one place, on one sheet of paper, so you don't have to search through the online documentation. It also gives you something to take home, type in, and try.

This tip sheet presents the most common statements and attributes used in creating output with the ODS WORD statement. This statement opens, manages, or closes the ODS WORD destination, producing output that is ready for Microsoft Word 2013 or later.

ODS WORD is preproduction software in SAS<sup>®</sup> 9.4M6.



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## Action Syntax

```
ods word <(<ID=>identifier)> <action>
```

If you use the ODS WORD statement without an action or options, then it opens the ODS WORD destination and creates Microsoft Word output in a file called sasword.docx.

## Actions

### close

Closes the ODS WORD destination and the file that is associated with it. You cannot view the file until you close the destination.

### exclude *exclusions(s)* | all | none

Excludes output objects from the destination.

### select *selection(s)* | all | none

Selects output objects for the destination.

### show

Writes the current selection or exclusion list for the destination to the SAS<sup>®</sup> log.

## Basic Usage

```
ods word <option(s)>;  
... procedure name ...  
ods word close;
```

## Common Options

### file="*filename*"

Specifies the name of the Word file.

### gfootnote/nogfootnote

Determines if graphics handle footnotes in images.

### gtitle/nogtitle

Determines if graphics handle titles in images.

### image\_dpi=*nnn*

Specifies the DPI (dots per inch) of images generated for graphical output.

### options(<*suboption(s)*>)

Specifies a behavior that is specific to the ODS WORD destination.

### startpage=yes | no | now

Controls when a new page is inserted.

### style=*style-definition*

Specifies the style definition to use.

## Metadata Options

### author="*author-text*"

Inserts the text string that you specify as author into the metadata of the file.

### category="*category-text*"

Inserts the text string that you specify as category into the metadata of the file.

### comments="*comments-text*"

Inserts the text string that you specify as comments into the metadata of the file.

### keywords="*keywords-text*"

Inserts the text string that you specify as keywords into the metadata of the file.

### status="*status-text*"

Inserts the text string that you specify as status into the metadata of the file.

### title="*title-text*"

Inserts the text string that you specify as title into the metadata of the file.

## OPTIONS Suboptions

### body\_title="yes" | "no" | "on" | "off"

Place titles and footnotes in the body of the Word document instead of the header and footer sections?

### contents="yes" | "no" | "on" | "off"

Produce a table of contents page?

### keep\_lines="yes" | "no" | "on" | "off"

Keep all lines of the current paragraph on the same page?

### keep\_next="yes" | "no" | "on" | "off"

Keep current and following paragraphs on the same page?

### toc\_data="yes" | "no" | "on" | "off"

Capture the contents data in the Word document?

### toc\_level="*integer*"

Specifies the depth of the table of contents.

### toc\_type="legacy" | "headings"

Specifies whether ODS WORD generates the legacy table of contents automatically, or the user generates a custom table of contents manually using nested headings.