

Re: Customizing A Number Format

Source:

<http://www.tech-archive.net/Archive/Word/microsoft.public.word.mailmerge.fields/2004-11/0356.html>

From: Graham Mayor (gmayor_at_DELETECAPSmvps.org)

Date: 11/09/04

Date: Tue, 9 Nov 2004 13:59:39 -0000

What we are saying is that you cannot use a number formatting switch on a data field that contains both text and numbers. Such a field is text and does not normally require a switch. However, in those circumstances where it does, you need to split the data into its text and number portions to produce separate fields text and number fields which can be combined.

In the case of your FED-EX 'numbers', if they always begin with EV and always end in US, you don't need that part of the 'number' in your data. In the case of a data field containing nine numerals (123456789), you can format to produce the finished 'number' as

```
EV{Mergefield FEDEX \# "### ### ###"}US
```

or

```
{Mergefield FEDEX \# "EV### ### ###US"}
```

both of which will produce

```
EV123 456 789US
```

--

```
<><> ><<> ><<> <><> ><<> <><> <><<<>
Graham Mayor - Word MVP
My web site www.gmayor.com
Word MVP web site http://word.mvps.org
<><> ><<> ><<> <><> ><<> <><> <><<<>
```

Sharon wrote:

```
> So, you are saying you can't have 1 field with numbers and alpha
> characters? Or are you saying you have to split the switch using
> numeric and alpha characters? I have tried various ways to do the
> switch with both alpha and numeric, but am unsuccessful. That
> doesn't mean much though because I don't know what I am doing anyway!!
```

>

```
> "Doug Robbins" wrote:
```

>

```
>> Yes. You would need to split the data into the numeric part and the
>> alpha part.
```

>>

>> --

```
>> Please respond to the Newsgroup for the benefit of others who may be
>> interested. Questions sent directly to me will only be answered on
>> a paid consulting basis.
```

>>

```
>> Hope this helps,
```

```
>> Doug Robbins - Word MVP
```

```
>> "Sharon" <Sharon@discussions.microsoft.com> wrote in message
```

microsoft.public.word.mailmerge.fields: Re: Customizing A Number Format

```
>> news:F0D94A0C-98AB-483C-A918-9C71AE5B0BBF@microsoft.com...
>>> Does this mean that you cannot format a field that contains both
>>> text and numbers? For instance, I am trying to format a field for
>>> a FED EX number, e.g., EV ### ### ### US. I have tried your
>>> website, but nothing really addresses this that I can find.
>>>
>>> "Graham Mayor" wrote:
>>>
>>>> If we are looking at a seven digit number, then
>>>> \# "00-bk-00000"
>>>> or
>>>> \# "##-bk-#####"
>>>> will work
>>>>
>>>> However, I suspect this isn't a number, but text, and you can't
>>>> format text
>>>> with
>>>> number switches. You would have to derive the numbers in the data
>>>> file first. This would be simple enough in an Excel file.
>>>>
>>>> --
>>>> <><> ><<> ><<> <><> ><<> <><> <><<>
>>>> Graham Mayor - Word MVP
>>>>
>>>> My web site www.gmayor.com
>>>> Word MVP web site http://word.mvps.org
>>>> <><> ><<> ><<> <><> ><<> <><> <><<>
>>>>
>>>>
>>>> Bob wrote:
>>>>> I am merging a case number into Word 2000 that is initially in the
>>>>> following format: ##-#####. I have been trying to figure out how
>>>>> I can format it in the merge process to the following:
>>>>> ##-bk-#####. Basically, I need to insert "bk-" after the first
>>>>> dash between the
>>>>> two number groups. I tried to adapt the serial number example on
>>>>> Graham Mayor's website, but I just don't have enough known-how to
>>>>> figure this out, if it can be done.
```