Split Files Application

## Instructions

Instructions for “Split Files Application”

**Please read and follow all the instructions for a proper use of the application!**

## Pre-requisites:

The imported file must contain a column based on which the split is made. This column must be called “Coloana Split" and be the first. An example can be seen below:

Table, Excel

Description automatically generated

**Example**: The robot would split this file into 7 excels, based on the values in column A.

## Instructions:

1. After connecting to the platform, go to **Split Files**:

A screenshot of a computer

Description automatically generated with medium confidence

1. Click “Import file” button and select the database.
2. In the “Client name” introduce the information accordingly.
3. Click “Run and save”. Once clicking that, the robot will process your request and download the file in your designated downloads folder.
4. Finally, you should obtain an archive named “Split” + “Client name”

For any issues or any other questions or suggestions, please contact:

Cristian Iordache, [cristian.iordache@ro.gt.com](mailto:cristian.iordache@ro.gt.com)

Bogdan Constantinescu, [bogdanconstantinescu@ro.gt.com](file:///D:\Work\bogdanconstantinescu@ro.gt.com)