**Instructions for “Journal Entries App”**

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

**Part 1. Pre-requisites (Monthly TB’s):**

* **Monthly PL app working with the following file format:**

|  |  |  |
| --- | --- | --- |
| **Header name** | **Format** | **Example** |
| Cont | General / Text | “101100” |
| Denumire cont | General / Number | **39,000** |
| Debitor inceput an | General / Number | **39,000** |
| Creditor inceput an | General / Number | **39,000** |
| Debitor luna curenta | General / Number | **39,000** |
| Creditor luna curenta | General / Number | **39,000** |
| Debitor cumulat | General / Number | **39,000** |
| Creditor cumulat | General / Number | **39,000** |
| Total debitor | General / Number | **39,000** |
| Total creditor | General / Number | **39,000** |
| Sold curent debitor | General / Number | **39,000** |
| Sold curent creditor | General / Number | **39,000** |

* **Please notice that the files should be always in xlsx format.**

**Part 2. Import files:**

**User should import the following databases into their corresponding button**.

* Current year Trial Balance file with the following header:

|  |  |  |
| --- | --- | --- |
| **Header name** | **Format** | **Example** |
| Account | General / Text | “101100” |
| Description | General / Text | “CAPITAL SOCIAL SUBSCRIS NEVARSAT” |
| OB | General / Number | **39,000** |
| DM | General / Number | **0** |
| CM | General / Number | **0** |
| CB | General/Number | **39,000** |

**If you encounter any issues or you have any other questions or suggestions, please contact:**

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