**1) Preparation — install required software (one-time)**

You said you have **Anaconda**. Good. Open **Anaconda Prompt** (search in Start menu → Anaconda Prompt) and run these commands **one by one**:

1. Create a fresh environment (optional but recommended):

conda create -n paymeter\_env python=3.11 -y

1. Activate it:

conda activate paymeter\_env

1. Install required Python packages:

pip install streamlit pandas openpyxl

(We use pip inside the conda env; that’s okay.)

If any of the above fails, copy the error message and paste here and I’ll tell you exactly what to do.

**2) Create a folder for the app**

1. Open File Explorer.
2. Create a new folder where you want the app to live. Example:

C:\Users\HP\Documents\paymeter\_app

**3) Create the single-file app**

1. Open **Notepad** (or Notepad++ / VSCode if you have it).
2. Copy everything from the code block below.
3. Save the file as paymeter\_app.py inside the folder you made (e.g. C:\Users\HP\Documents\paymeter\_app\paymeter\_app.py).

**Important:** Save exactly as paymeter\_app.py (no extra .txt).

**paymeter\_app.py (single-file Streamlit app — copy & paste whole file)**

**4) Run the app**

1. Open **Anaconda Prompt**.
2. Activate the environment (if you made one):

conda activate paymeter\_env

1. Change directory to where you saved paymeter\_app.py (example):

cd "C:\Users\HP\Documents\paymeter\_app"

1. Run Streamlit:

streamlit run paymeter\_app.py

After it starts, Streamlit will open a browser tab automatically (if not, the terminal shows a local URL like http://localhost:8501 — copy that into your browser).

**5) Use the app (very simple)**

1. In the browser page, upload:
   * paymeter\_report.csv (required)
   * Eko Trans.csv (required)
   * Optional: district.csv, KCG.csv, district\_acct\_number.csv
2. Keep the default preview limit or change it.
3. Click **Run pipeline**.
4. Wait a few seconds (it will show progress messages).
5. When finished, download the outputs using the provided buttons:
   * paymeter\_report\_cleaned.csv
   * paymeter\_report\_cleaned\_byDistrict.csv
   * Paymeter&EkoReport.csv
   * SummaryReport.csv
   * Paymeter\_Report\_FixedKCG.xlsx