SBS Journal Entry Imports to SQL

Generate an SBS Excel Journal Entry report with the following fields:

* Account Number
* Account Name (“Description”)
* Journal Code
* Transaction Date
* Calendar Period
* Transaction Description (“Description”)
* Other Description
* User ID
* Control Number
* Transaction Number
* Amount
* Transaction Type
* Reference
* Vendor
* Vendor Type
* Customer Number
* Customer Type

Delete any previous copy of the CSV-formatted file

Translate the Excel report to CSV format:

* Target folder must be on a share drive ([\\Omaha\BSProd\BSJobUtility\SBSJournalEntries](file:///\\Omaha\BSProd\BSJobUtility\SBSJournalEntries))
* Use tab-delimited format as the Amount field will contain commas (as it is Excel-formatted) as well as double-quotes for all values over $999.99)
* Use a CSV target name of “SBSJournalEntry\_<username>.CSV to allow simultaneous users but easy deletion rules.

Confirm that the format (including column names) conforms to the specific table format into which the data will be imported (tblJournalEntries\_Imported).

Truncate the tblJournalEntries\_Imported table.

Perform the bulk data import

Copy the data from the Import table to the tblJournalEntries table:

* Delete any existing target table entries that are redundant with the new import (this prevents duplicate entries while ensuring that any existing entries are replaced with the most recent copies).
* Perform any field data type translations, if any. Money amounts > $999.99 will be double-quoted with commas as the thousands/millions separator.
* Update the MainAccount and Entity fields in the target table: MainAccount = RIGHT(Account Number, 5); Entity = LEFT(Account Number, 7)

**Notes**: The Accounting versions of Tableau will need read/execute privileges to SQL database (Omaha\BSSQLPay1\SBSJournalEntries) so that the Accounting group can use the results from the data import.