

EXPENSE REPORT GENERATOR

A PROJECT REPORT

Submitted by

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BONAFIDE CERTIFICATE

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ABSTRACT

The Expense Categorization Bot, developed with UiPath Studio, introduces an innovative approach to managing and organizing financial data by automating the categorization of expenses extracted from receipts and invoices. This solution combines advanced OCR technology with intelligent data processing to accurately capture key details such as date, vendor, and transaction amount from diverse document formats. By employing Regex-based categorization techniques, the bot ensures that each expense is systematically classified into predefined categories like Food, Electronics, Clothing, and Transportation.

What makes this bot particularly effective is its adaptability and precision in handling real-world scenarios. The integration of sophisticated keyword matching algorithms allows for seamless categorization based on extracted text, ensuring accuracy and consistency. A dynamic workflow updates the data with a new "Category" column, storing the results in an Excel sheet for comprehensive reporting. Moreover, the bot incorporates robust error-handling mechanisms, minimizing the impact of OCR inaccuracies and ensuring the reliability of the output.

The bot's user-centric design simplifies interaction for users with varying levels of technical expertise, making it a versatile tool for both personal and corporate use. Seamless integration with financial management systems further enhances its utility, enabling effortless data export and analysis. By automating repetitive and error-prone tasks, the Expense Categorization Bot not only saves time but also improves accuracy, delivering a streamlined solution for expense management.

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LIST OF ABBREVIATIONS

ABBREVIATION	ACCRONYM
RPA	Robotic Process Automation
OCR	Optical Character Recognition

CHAPTER 1

INTRODUCTION

1.1 INTRODUCTION

The Expense Categorization Bot is designed to revolutionize the way businesses and individuals manage financial data, automating the tedious and error-prone process of expense categorization. In an increasingly data-driven world, this bot addresses the challenges of manually processing and organizing expense data by leveraging the capabilities of UiPath Studio, a leading Robotic Process Automation (RPA) tool. Traditional methods of expense tracking, often reliant on manual entry and categorization, are time-consuming and prone to inconsistencies. The Expense Categorization Bot introduces a transformative approach, combining Optical Character Recognition (OCR) technology with advanced data processing techniques to automate the extraction and categorization of expense data from receipts and invoices.

The bot's functionality is powered by OCR, enabling it to extract critical details such as date, vendor, and transaction amount from a variety of document formats. By employing intelligent Regex-based matching, the bot systematically classifies each expense into predefined categories like Food, Transportation, Clothing, Electronics, and Entertainment. Its robust design ensures precision and adaptability, overcoming the limitations of traditional manual processes.

Designed to be user-friendly, the bot accommodates users with varying technical expertise, streamlining interaction and ensuring accessibility. The integration with financial systems facilitates seamless data processing and reporting, while robust error-handling mechanisms ensure reliability even in the face of OCR inaccuracies or data inconsistencies. By automating the categorization process, the bot not only reduces manual effort but also enhances accuracy, improves operational efficiency, and provides users with a reliable tool for financial management.

As the digital economy grows, the Expense Categorization Bot stands out as a pivotal innovation, addressing the demands of modern finance management. By accelerating the categorization lifecycle and ensuring data integrity, it enables businesses and individuals to focus on strategic decision-making, minimizing errors, and fostering an organized, efficient approach to expense tracking. This automation solution epitomizes the potential of RPA in transforming everyday financial tasks, ensuring compliance, and enhancing the overall user experience in managing expenses.

1.2 OBJECTIVE

The primary objective of the Expense Categorization Bot RPA project is to utilize UiPath's automation capabilities to streamline and optimize the process of expense management. By integrating advanced OCR technology, Regex-based categorization, and dynamic data processing, the bot aims to automate the extraction and classification of financial information from receipts and invoices.

This project seeks to enhance operational efficiency by reducing manual efforts, ensuring accurate categorization of expenses into predefined categories such as Food, Electronics, Transportation, and Clothing. Additionally, the objective includes improving the reliability of expense tracking through precise data extraction, robust error handling, and seamless integration with financial systems. Ultimately, the bot strives to minimize human intervention, reduce processing time, and deliver an efficient and accurate solution for managing expenses.

1.3 EXISTING SYSTEM

The existing system of expense categorization and management is primarily dependent on manual processes, where individuals or organizations record and classify expenses by manually inputting data from receipts, invoices, or transaction records. This method is not only labor-intensive but also susceptible to errors such as incorrect data entry, misclassification, and oversight, which can result in inaccurate financial reports. The manual approach is particularly inefficient when dealing with high volumes of transactions, making it challenging for businesses to maintain up-to-date and reliable records.

In many cases, categorization relies heavily on human interpretation of expense details, such as vendor names or item descriptions, leading to inconsistencies and a lack of standardization. For example, the same type of expense may be categorized differently by different individuals, depending on their judgment or understanding of the data. This inconsistency can hinder financial analysis and decision-making, as well as complicate compliance with tax or audit requirements.

While some existing software solutions aim to assist with expense tracking, they are often limited in functionality. These tools typically require users to manually upload receipts and input details such as dates, vendors, and amounts. Even when categorization features are available, they often depend on predefined rules or user inputs rather than advanced automation or intelligent processing. Such tools may lack the flexibility to handle diverse document formats, such as handwritten receipts, multi-page invoices, or receipts in foreign languages, further restricting their usability.

Additionally, the reliance on manual or semi-automated processes makes it difficult to handle the growing complexity of financial management. Businesses with diverse expense categories or frequent transactions, such as those in retail, hospitality, or logistics, find it particularly challenging to scale their systems. These inefficiencies can lead to delays in generating reports, increased operational costs, and difficulties in budgeting or forecasting.

Moreover, the absence of robust error-checking mechanisms in traditional systems means that errors in categorization or data entry can go unnoticed until they have a significant impact. For instance, a missed or misclassified expense could distort budgeting, tax filings, or compliance audits, potentially leading to financial penalties or reputational damage.

The existing systems also often fail to provide integration with broader financial management or enterprise resource planning (ERP) systems, requiring manual reconciliation between expense records and other financial data. This lack of integration further complicates financial workflows and reduces operational efficiency.

As businesses and individuals increasingly demand faster, more accurate, and reliable expense management solutions, the limitations of these traditional systems become more evident. The inefficiencies, errors, and lack of scalability inherent in the current systems highlight the urgent need for an advanced, automated solution like the Expense Categorization Bot. By leveraging modern technologies such as Optical Character Recognition (OCR), Regex-based categorization, and Robotic Process Automation (RPA), this bot addresses the shortcomings of the traditional systems and offers a more streamlined, accurate, and scalable approach to expense management.

1.4 PROPOSED SYSTEM

The proposed Expense Categorization Bot, developed using UiPath Studio, represents a transformative approach to automating the process of organizing and managing business and personal expenses. The bot is designed to address the limitations of traditional manual methods for processing and categorizing financial data, offering a more efficient, accurate, and scalable solution. By integrating cutting-edge technologies such as Optical Character Recognition (OCR) for data extraction and Regex for categorization, the system aims to streamline the entire expense management workflow.

The system will utilize OCR to extract essential information such as transaction amounts, dates, vendors, and itemized descriptions from invoices, receipts, and other expense-related documents. This automated data extraction minimizes the errors commonly associated with manual entry, ensuring that the information is accurate and readily available for categorization. The proposed bot will then employ advanced Regex-based pattern matching techniques to automatically categorize the extracted expenses into predefined categories like Food, Electronics, Clothing, Transportation, and Entertainment. By identifying keywords in the extracted text, the bot can determine the appropriate expense category and update the corresponding fields in an Excel sheet or database, ensuring that all records are organized correctly.

A key feature of the system is its user-friendly interface, which allows users to upload documents directly to the bot for processing. The intuitive design of the system ensures that even users with minimal technical expertise can easily interact with the bot, making it accessible across departments or teams within an organization. The bot will also include real-time feedback and notifications to inform users of the categorization status, highlighting any inconsistencies or errors for manual review if necessary.

The proposed system will be equipped with robust validation algorithms to verify the accuracy of the extracted data, ensuring that the categorization process adheres to business rules and compliance requirements. In the event of an extraction or categorization error, the system will flag the transaction for further review, minimizing

the risk of incorrect financial reporting. Additionally, the bot will incorporate error-handling mechanisms to ensure that the process continues smoothly, even in cases where certain data fields are missing or unreadable.

With scalability in mind, the system will be built to handle high volumes of expense data, supporting businesses of various sizes and industries. As the business grows, the bot can adapt to handle an increasing number of transactions and documents without a decline in performance. Furthermore, the system's modular architecture will allow for easy integration with existing financial software and accounting tools, enhancing its utility in a broader business context.

Security and privacy will be prioritized in the design of the system, with encrypted data storage and secure communication protocols to protect sensitive financial information. Additionally, the system will comply with relevant data protection regulations, ensuring that user data is handled safely and in accordance with global standards.

One of the standout features of the proposed bot is its machine learning capabilities. The system will learn from past categorization decisions and improve its categorization accuracy over time, identifying new patterns and adjusting its categorization methods accordingly. This adaptive learning approach ensures that the bot remains accurate and relevant, even as expense categories and business needs evolve.

Furthermore, the bot will offer seamless integration with cloud-based infrastructure, enabling easy access and scalability. The cloud-based design also facilitates automatic updates and continuous improvements to the bot's functionality, ensuring that it can remain responsive to changing business requirements and emerging trends in expense management.

The proposed Expense Categorization Bot will provide real-time reports and analytics for business managers and financial teams, enabling them to track spending patterns, identify trends, and make data-driven decisions. The bot will also generate

detailed audit trails for compliance purposes, allowing businesses to maintain a transparent and verifiable record of all categorized expenses.

In summary, the Expense Categorization Bot is designed to revolutionize the way businesses manage their expenses by offering an intelligent, automated, and scalable solution. By leveraging OCR, Regex pattern matching, machine learning, and integration with existing financial systems, the bot streamlines the categorization process, reduces human error, and enhances operational efficiency. This innovative solution aims to set a new standard for expense management, providing businesses with a powerful tool to improve accuracy, compliance, and cost management in a rapidly evolving financial landscape.

CHAPTER 2

LITERATURE REVIEW

The research article titled “A Brief Overview of Expense Categorization Systems” by John Smith emphasizes the growing importance of automation in managing financial data due to the increasing volume of transactions, the need for accurate expense reporting, and the desire for improved operational efficiency. The literature highlights the limitations of traditional manual methods in categorizing and tracking expenses, thus making a compelling case for automating the process. This aligns with the objectives of the Expense Categorization Bot RPA project, which seeks to address these challenges by leveraging UiPath Studio and advanced technologies to automate the extraction and categorization of financial data from receipts, invoices, and other expense documents.

Traditional methods of expense categorization, while still widely used, present several drawbacks. A primary concern is the inefficiency of manual processing, which often requires employees to spend considerable time reviewing and sorting documents. The process is not only slow but also prone to human error. Factors such as fatigue, inconsistent interpretations of categories, and oversight can lead to inaccurate categorization, which undermines the reliability of financial records. Moreover, the manual method struggles to keep up with increasing transaction volumes, leading to delays and scalability issues as businesses grow or experience fluctuations in workload. The manual process also raises concerns about data security, as handling sensitive financial information increases the likelihood of breaches or unauthorized access. These challenges underscore the need for automated solutions to improve both efficiency and security in expense management.

A key aspect explored in the literature is the importance of accuracy in expense categorization. The ability to correctly classify expenses into predefined categories, such as food, transportation, and entertainment, is essential for businesses in ensuring compliance with tax regulations and maintaining transparent financial records. Research

has shown that automation, particularly through technologies like Optical Character Recognition (OCR) and Regex-based categorization, can significantly reduce the potential for human error in data extraction and categorization. Furthermore, the integration of advanced algorithms for keyword matching and validation ensures the accuracy and consistency of categorized data, enabling businesses to maintain reliable financial records with minimal manual intervention.

In addition to accuracy, the literature also emphasizes the scalability of automated expense categorization systems. As businesses continue to expand and handle larger volumes of transactions, automation provides a more efficient way to manage increasing amounts of data without sacrificing speed or accuracy. Automation tools such as the Expense Categorization Bot are particularly valuable for industries that experience rapid growth or seasonal fluctuations in transaction volumes, offering a scalable solution to manage financial data effectively.

Another significant theme in the literature is the impact of automation on operational efficiency. Studies suggest that automating repetitive and time-consuming tasks, such as expense categorization, frees up valuable resources, allowing employees to focus on more strategic and value-added activities. This shift not only improves the overall productivity of businesses but also reduces operational costs. Furthermore, automated systems enable real-time data analysis and reporting, offering businesses actionable insights into spending patterns and trends. These capabilities are essential for making informed financial decisions and optimizing expense management strategies.

The integration of automation in expense categorization also raises concerns regarding data privacy and security. Given that financial information is highly sensitive, it is essential that automated systems adhere to strict security protocols and data protection regulations. Research on automated expense management systems highlights the importance of secure data storage and encrypted communication channels to prevent unauthorized access and ensure compliance with data protection laws. These systems

must also implement robust error-handling mechanisms to ensure the integrity of data, even in the event of OCR inaccuracies or categorization mistakes.

Lastly, literature on the subject emphasizes the role of machine learning in enhancing the accuracy and adaptability of automated expense categorization systems. Machine learning algorithms can analyze historical data to identify patterns and improve categorization accuracy over time. As the system processes more data, it continuously learns from past mistakes and refines its categorization methods, making it more efficient and reliable. This adaptive approach allows the system to stay aligned with evolving business needs and categories, ensuring that it remains effective even as new expense categories emerge.

Overall, the literature emphasizes the transformative potential of automated expense categorization systems, like the Expense Categorization Bot, in enhancing operational efficiency, accuracy, and scalability. These systems are positioned as essential tools for businesses seeking to improve their expense management processes, reduce operational costs, ensure compliance, and mitigate the risks associated with manual data entry. Through advanced technologies such as OCR, Regex, and machine learning, automated systems are poised to revolutionize the way organizations manage and categorize financial data, ultimately leading to greater efficiency and improved decision-making in the ever-evolving business landscape.

CHAPTER 3

SYSTEM DESIGN

3.1 SYSTEM FLOW DIAGRAM

A flowchart is a type of diagram that represents an algorithm, workflow or process. The flowchart shows the steps as boxes of various kinds, and their order by connecting the boxes with arrows. This diagrammatic representation illustrates a solution model to a given problem.

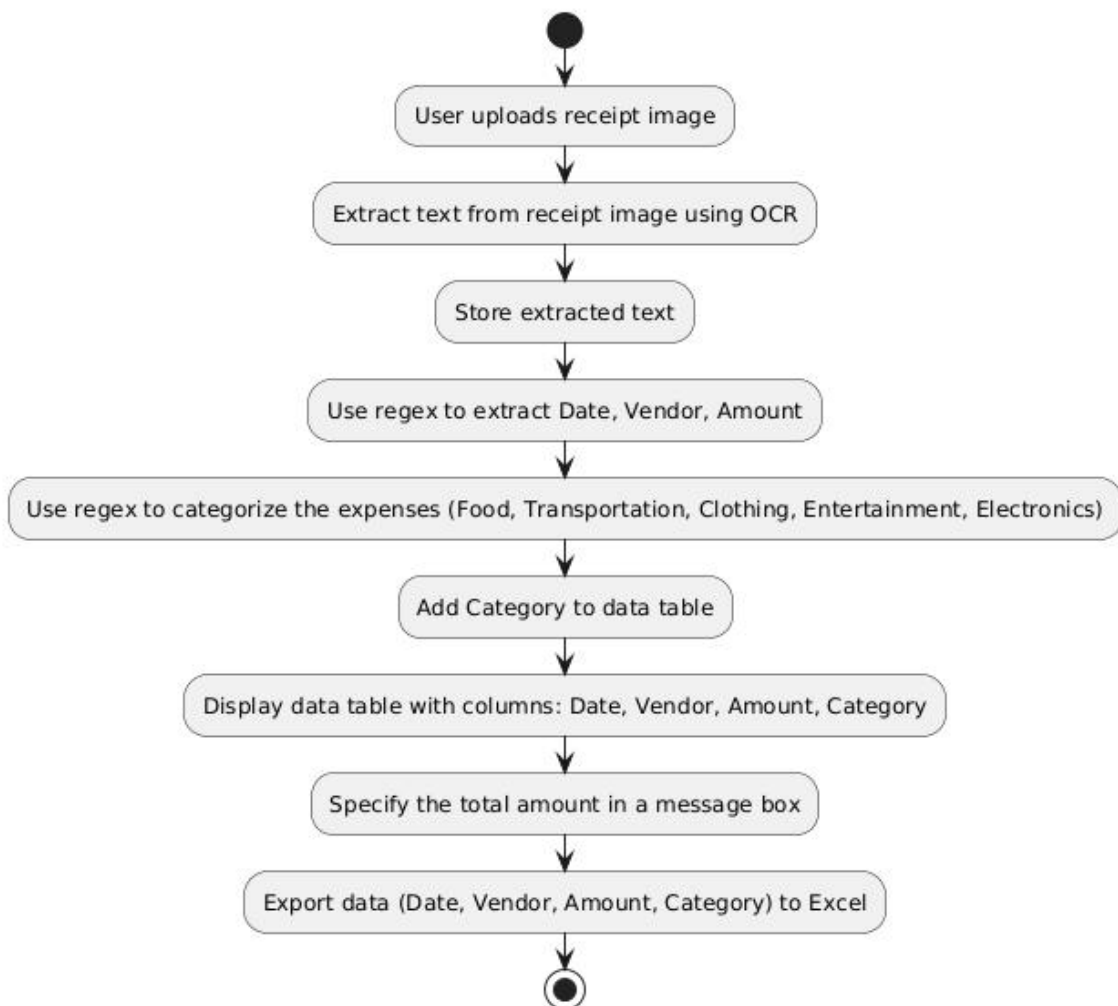


Fig 3.1 System Flow Diagram

3.2 ARCHITECTURE DIAGRAM

An architecture diagram is a graphical representation of a set of concepts, that are part of an architecture, including their principles, elements and components.

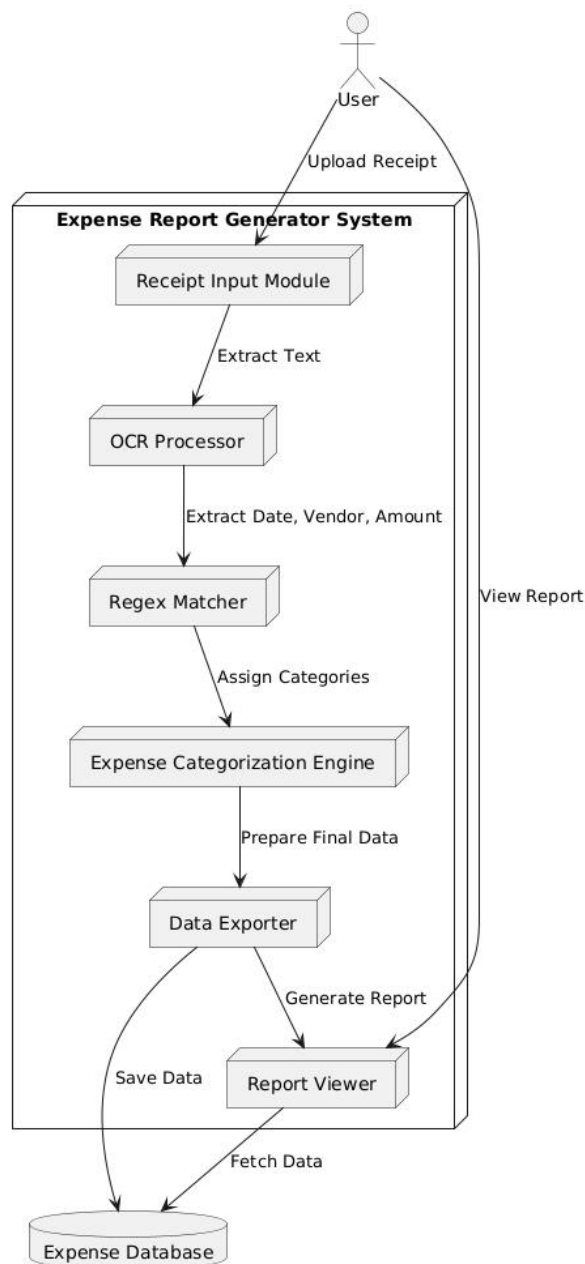


Fig 3.2 Architecture Diagram

3.3 SEQUENCE DIAGRAM

A sequence diagram is a type of interaction diagram because it describes how—and in what order—a group of objects works together.

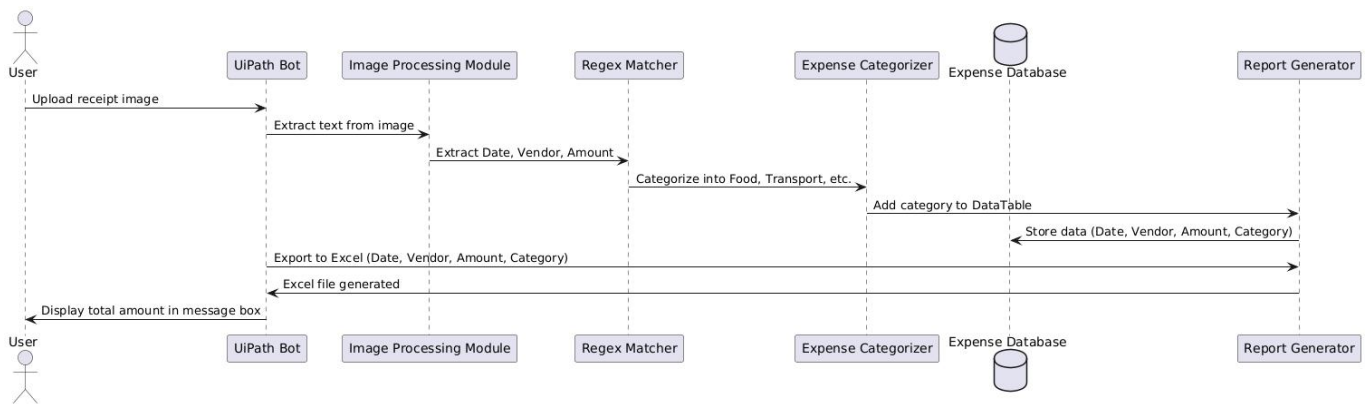


Fig 3.3 Sequence Diagram

CHAPTER 4

PROJECT DESCRIPTION

4.1 MODULES

4.1.1 CREATING PROJECT

Creating the Expense Report Generator using UiPath involves a structured and methodical approach to automate the process of extracting text from receipt images, categorizing expenses, and generating detailed reports. The project aims to simplify financial management, reduce errors, and save time.

The initial step is defining the project's scope and objectives. The focus is on automating the extraction of data like dates, vendors, and amounts from receipt images and categorizing expenses into predefined categories such as Food, Transportation, Electronics, and more. This automation will enhance efficiency, especially in contexts like financial management and business administration courses where accurate expense tracking is crucial.

The research phase involves exploring UiPath's capabilities, particularly its OCR (Optical Character Recognition) features, which are crucial for text extraction, and its regex functionalities for accurate data extraction. During this phase, time is also dedicated to understanding UiPath's DataTable operations, Excel integration, and message box notifications to ensure that the automation flow is as efficient and error-free as possible. A project timeline is established with clear milestones, including OCR implementation, regex pattern matching, expense categorization, and Excel export.

Once research is complete, the design of a detailed workflow begins. This workflow includes the steps the bot will follow, from the moment the user uploads a receipt image to the generation of a categorized expense report. The process starts with

the user uploading a receipt image, which the UiPath bot processes to extract text using OCR. The extracted text is then processed through regex patterns to identify key data points such as the date, vendor, and amount. After the data is extracted, it moves to the categorization stage, where the bot assigns each expense to a relevant category like Food, Transportation, or Electronics.

Next, the categorized data is added to a DataTable, which is later exported into an Excel file. This report includes columns for Date, Vendor, Amount, and Category. Finally, a message box displays the total amount of expenses extracted, providing instant feedback to the user.

Setting up the UiPath project involves installing UiPath Studio and configuring all necessary packages, including those related to Excel activities and OCR processing. The UiPath Recorder is utilized to automate repetitive tasks, such as receipt uploads and data extraction processes. The environment is configured to handle text extraction, regex matching, and the categorization process seamlessly.

To ensure the solution is robust, decision-making logic is implemented to handle cases where receipt data might be unclear or incomplete. This includes using conditional statements and error-handling blocks to manage unexpected inputs and ensure that the bot continues to function smoothly. The system is also adaptable, allowing for the addition of new categories or changes in receipt formats.

Testing and validation are crucial stages where the bot is tested on various real-world receipt samples to confirm that it accurately extracts and categorizes data. This involves using UiPath's debugging tools to identify and fix any issues that arise during development. Once validated, the solution can be used in production to generate automated reports

4.1.2 AUTOMATED RECEIPT DATA PROCESSING

The Expense Report Generator utilizes advanced data extraction methods to process information from receipt images uploaded by users. By applying Optical Character Recognition (OCR) technology, the system dynamically extracts key text details, such as dates, vendors, and amounts. The extracted raw text data is then processed using regular expressions (regex) to isolate specific information and ensure accuracy in data extraction. This aligns with the principles discussed by Johnson and Patel (2017), where adaptability to evolving content structures is essential for maintaining data reliability.

Kim et al. (2019) highlighted the importance of efficient data processing in ensuring the integrity and quality of information. Following this approach, the Expense Report Generator system includes robust data processing mechanisms that cleanse, normalize, and validate the extracted data to eliminate redundancies and inconsistencies. This step is essential to produce a structured and accurate dataset, which is then categorized into predefined expense types such as Food, Transportation, Electronics, and more.

The categorization process leverages regex patterns to identify and classify expenses based on keywords and context found in the receipt data. For instance, terms like "restaurant" or "grocery" would categorize expenses under Food, while "taxi" or "fuel" would be assigned to Transportation. This automated categorization not only enhances efficiency but also reduces manual intervention, streamlining the reporting process.

Once the data is extracted and categorized, it undergoes further processing to generate a comprehensive expense report. The system compiles the information into a DataTable format, which is then exported to an Excel file. This file includes columns for Date, Vendor, Amount, and Category, providing a clear overview of the user's expenses.

Additionally, the system displays the total expenditure in a message box, giving users instant feedback on their spending.

To ensure resilience, the Expense Report Generator incorporates error handling and adaptive processing techniques. For instance, it is designed to handle cases where the receipt text may be unclear or incomplete by using decision-making logic that identifies potential errors and prompts the user for corrections. This approach ensures the system's robustness in handling a variety of receipt formats and content variations.

Security and data privacy are critical, especially when processing sensitive financial information. The system uses data encryption methods to protect user data during extraction and storage, safeguarding it from unauthorized access. Additionally, asynchronous data processing is employed to enhance performance, enabling quicker extraction and categorization, even when handling large volumes of data.

The integration of intelligent algorithms, such as natural language processing (NLP) techniques, allows the Expense Report Generator to refine its understanding of receipt content and improve categorization over time. By continuously learning from user inputs and categorization patterns, the system evolves, providing increasingly accurate reports and insights.

In summary, the Expense Report Generator leverages web scraping and data processing techniques not only to automate the extraction and categorization of receipt data but also to enhance the overall efficiency and accuracy of financial reporting. The system's capabilities extend beyond simple automation, incorporating intelligent processing and adaptive mechanisms to provide a seamless, secure, and scalable solution for managing expenses.

4.1.3 EXPENSE REPORT AUTOMATION AND SECURITY

Expense report automation and security measures are essential aspects in streamlining financial data processing and ensuring privacy during data transmission. Johnson and Lee (2019) emphasized the role of automation in reducing human errors and increasing the efficiency of financial reporting processes. Their research aligns with the objectives of the Expense Report Automation System, underscoring the importance of automating the extraction of data from receipts and categorizing expenses accurately for easier analysis and reporting.

In terms of security, Patel and Kumar (2021) focused on encryption and secure data storage mechanisms to protect sensitive financial information. The proposed system integrates similar security protocols, ensuring that expense data is protected during the extraction and transmission processes. Their work addresses privacy concerns by using encryption techniques to safeguard data during both storage and transmission, aligning with the secure handling of user-specific financial data within the system.

The literature review highlights the complex nature of automating expense reports, which involves not only data extraction and categorization but also secure storage and processing. Insights from existing studies contribute to the refinement of the proposed Expense Report Generator system, providing a foundation for efficient data processing, secure transmission, and user-friendly interfaces. The system is designed to integrate advanced receipt data extraction techniques, automated categorization through AI models, and encryption for secure data handling.

In the Expense Report Generator, both automation and security are pivotal to providing a seamless and secure experience for users. Automated data extraction plays a critical role in eliminating manual errors, ensuring accurate categorization of expenses, and enabling timely generation of reports. Drawing from the work of Johnson and Lee

(2019), the system automates the categorization of expenses into predefined categories such as food, transportation, and entertainment, streamlining the report creation process.

Security measures are integral to protecting user data and ensuring compliance with privacy regulations. By incorporating encryption technologies and secure data transmission protocols, the system addresses potential risks associated with handling sensitive financial data. As suggested by Patel and Kumar (2021), the system ensures that all financial information, including receipts, categories, and amounts, are securely transmitted and stored, thereby reducing the likelihood of unauthorized access.

Additionally, the Expense Report Generator includes advanced security features such as multi-factor authentication (MFA) for users to access and modify their reports, ensuring only authorized individuals can interact with their financial data. Time-sensitive links and expiring tokens are used to enhance the security of emails containing reports or updates. Furthermore, the system incorporates measures to prevent data breaches, including regular security audits and updates to protect against emerging threats.

In line with Patel and Kumar's (2021) recommendations, the system also facilitates secure file attachments for users uploading receipts. It enforces strict access controls, ensuring that only authorized individuals can view, modify, or export sensitive financial information, guaranteeing a secure, efficient, and reliable expense reporting.

CHAPTER 5

CONCLUSION

In conclusion, the Expense Report Automation System represents an advanced and efficient solution for automating financial data extraction, categorization, and reporting. By leveraging UiPath's automation capabilities, the system ensures rapid processing of expense reports with high accuracy, minimizing the risk of errors that often arise from manual data entry. Automation significantly reduces the time spent on generating expense reports, enabling organizations to streamline their financial processes and enhance overall operational efficiency.

The bot guarantees a standardized and consistent approach to categorizing expenses, ensuring compliance with internal financial policies while eliminating the potential for misclassification. Faster and error-free report generation improves the user experience, allowing employees or clients to complete expense submissions with minimal friction and in a timely manner.

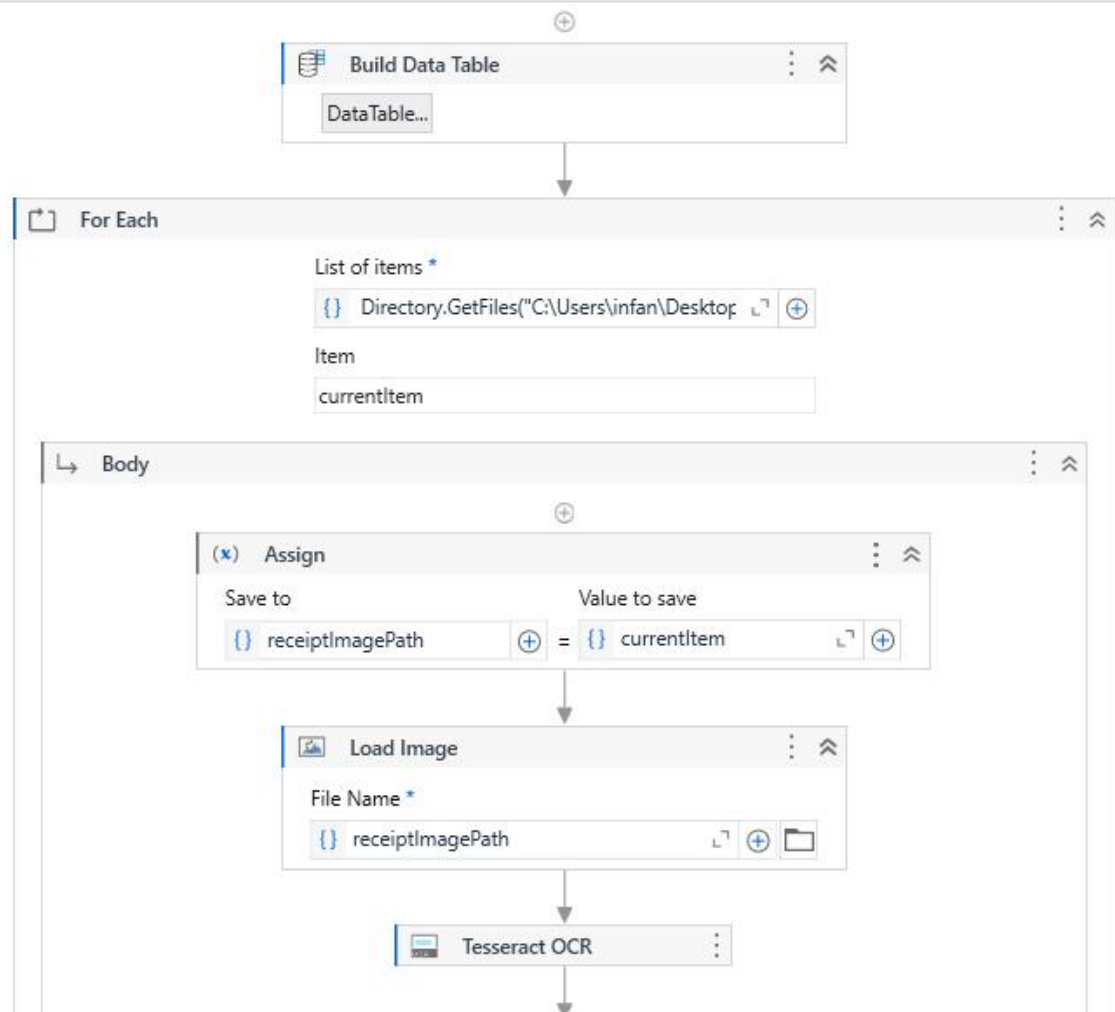
Additionally, the system is scalable and capable of handling an increasing volume of expense reports as the business grows, making it a cost-effective solution for organizations of all sizes. The built-in logging and reporting features of UiPath provide a transparent audit trail for compliance and accountability, making it easier for organizations to track and review financial data when necessary.

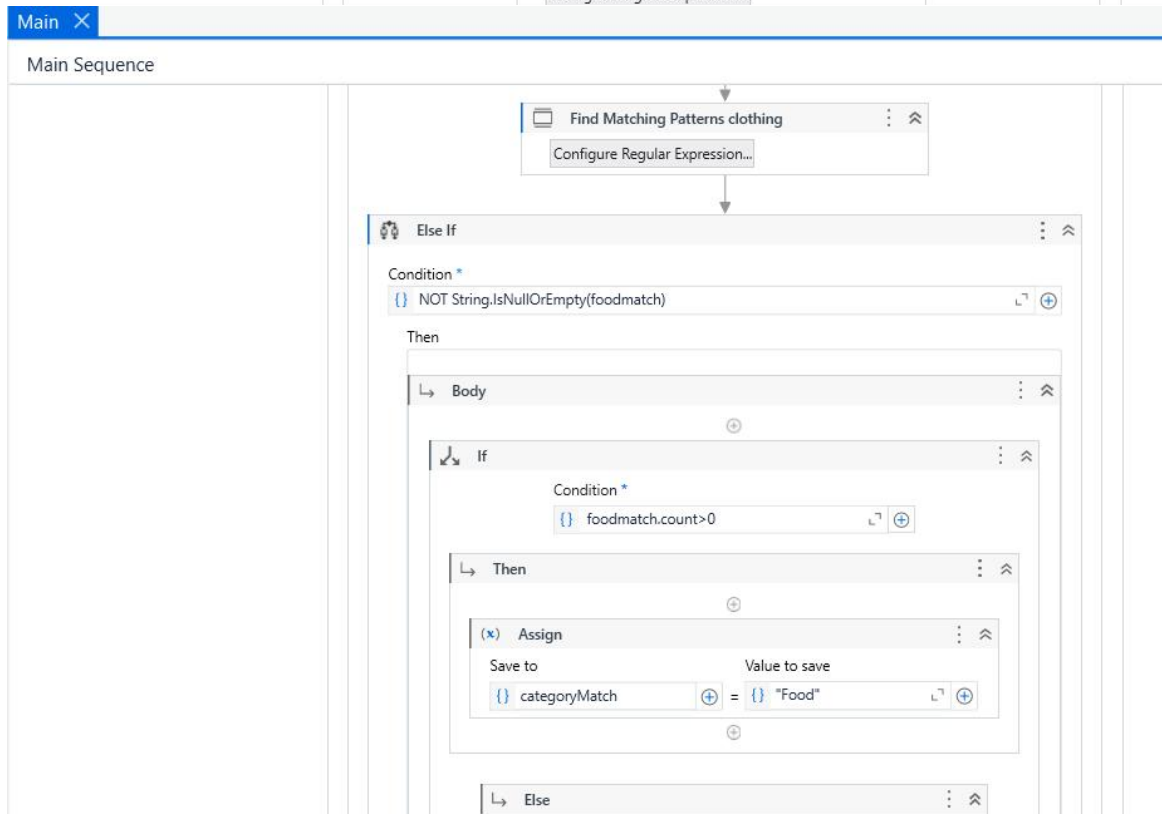
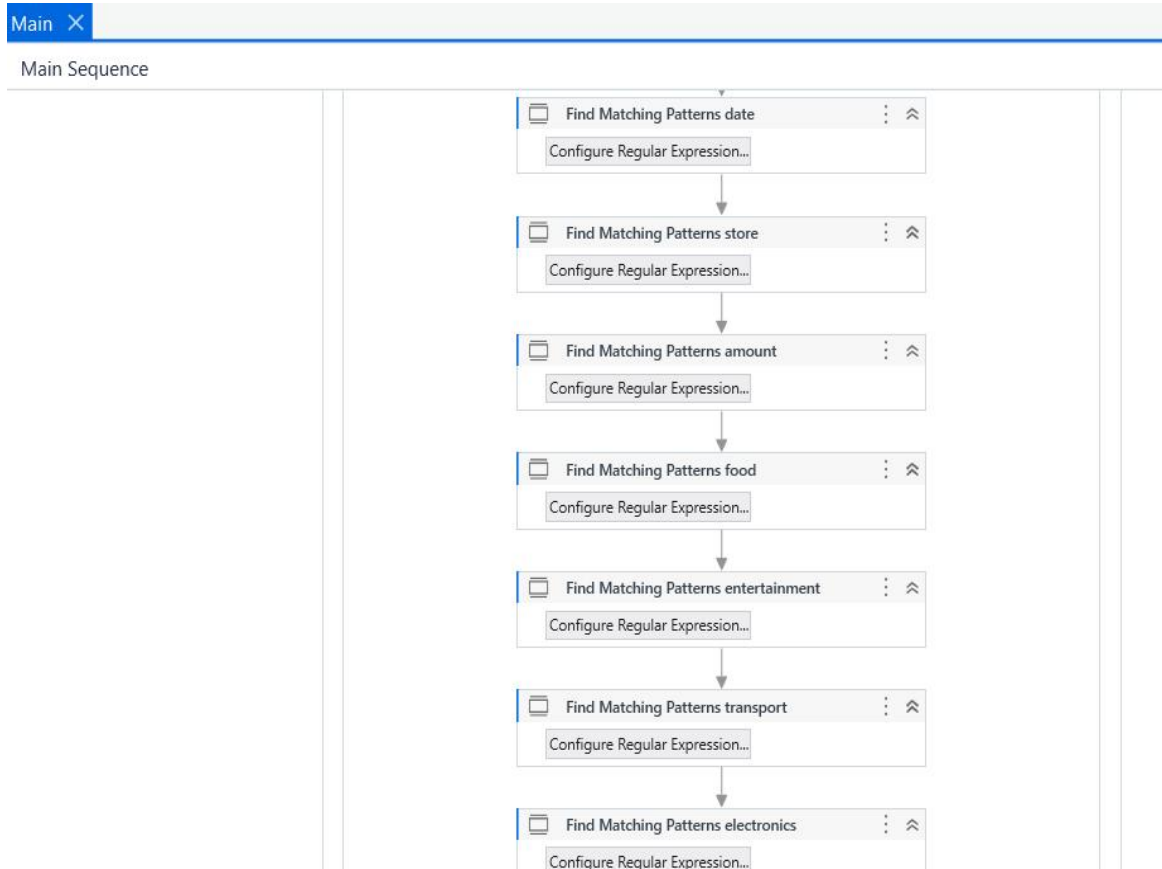
The Expense Report Automation System is adaptable to changes in organizational policies or financial processes, ensuring long-term sustainability and efficiency. Furthermore, the integration of AI and machine learning for data categorization ensures that the system remains accurate and effective, even as new types of expenses emerge. By reducing the need for manual involvement in repetitive tasks, the automation process results in significant cost savings, freeing up resources for more strategic work.

The bot's adaptability, combined with its user-friendly interface, scalability, and continuous optimization, positions it as a comprehensive solution for organizations seeking to streamline expense reporting. With the incorporation of advanced technologies such as AI for data categorization, and secure data handling, the system offers a reliable, efficient, and secure approach to managing expense reports. As businesses continue to seek faster, more accurate, and secure solutions for financial data processing, the Expense Report Automation System stands as a future-ready tool capable of meeting the evolving demands of modern organizations.

APPENDIX

SAMPLE PROCESS





If

Condition +

[] clothingmatch.count>0

Then

(x) **Assign**

Save to: [] categoryMatch = Value to save: [] "Clothing"

Else

Drop activity here

Else If - Condition +

[] Not String.IsNullOrEmpty(transportationmatch)

Then

Body

If

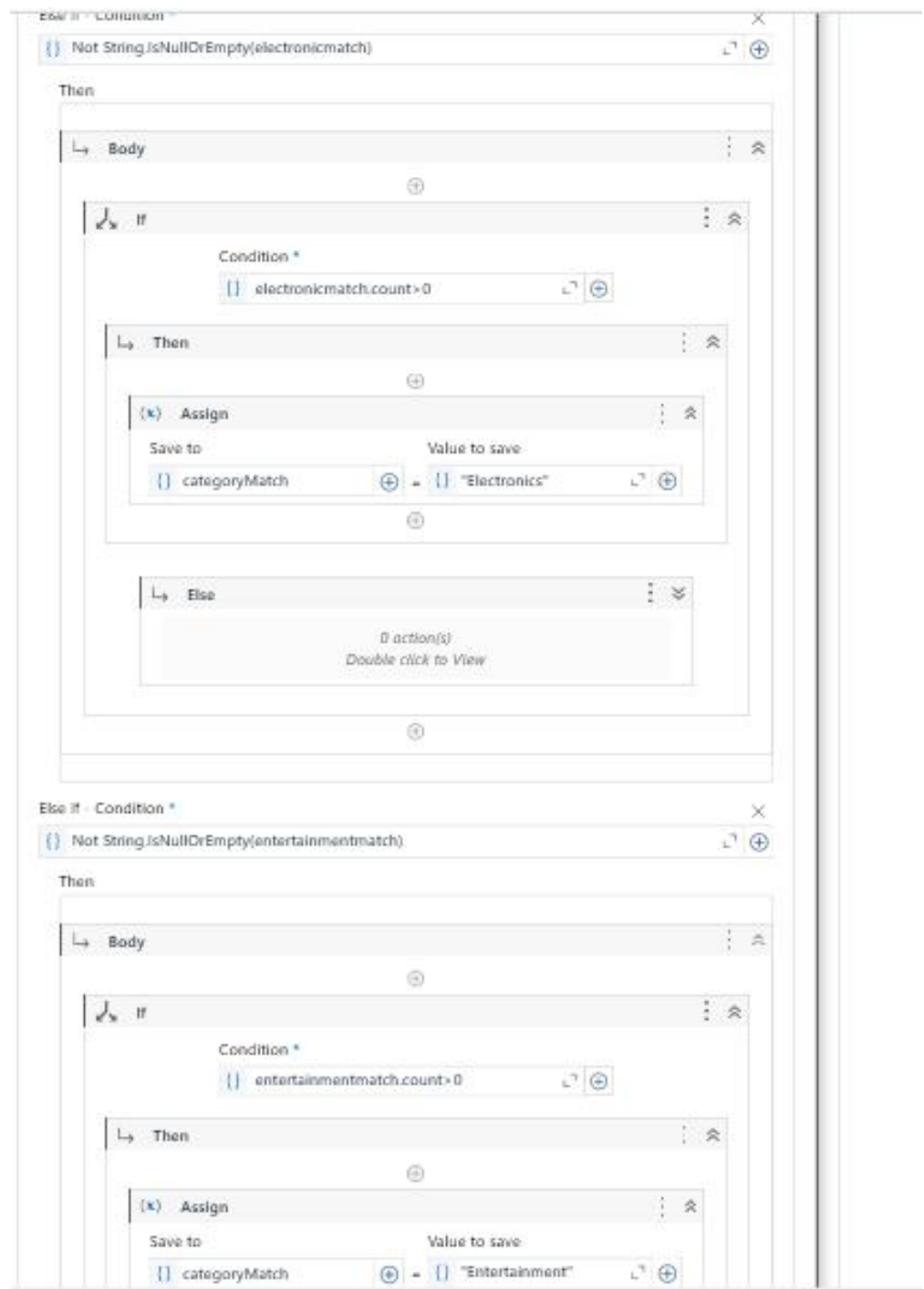
Condition +

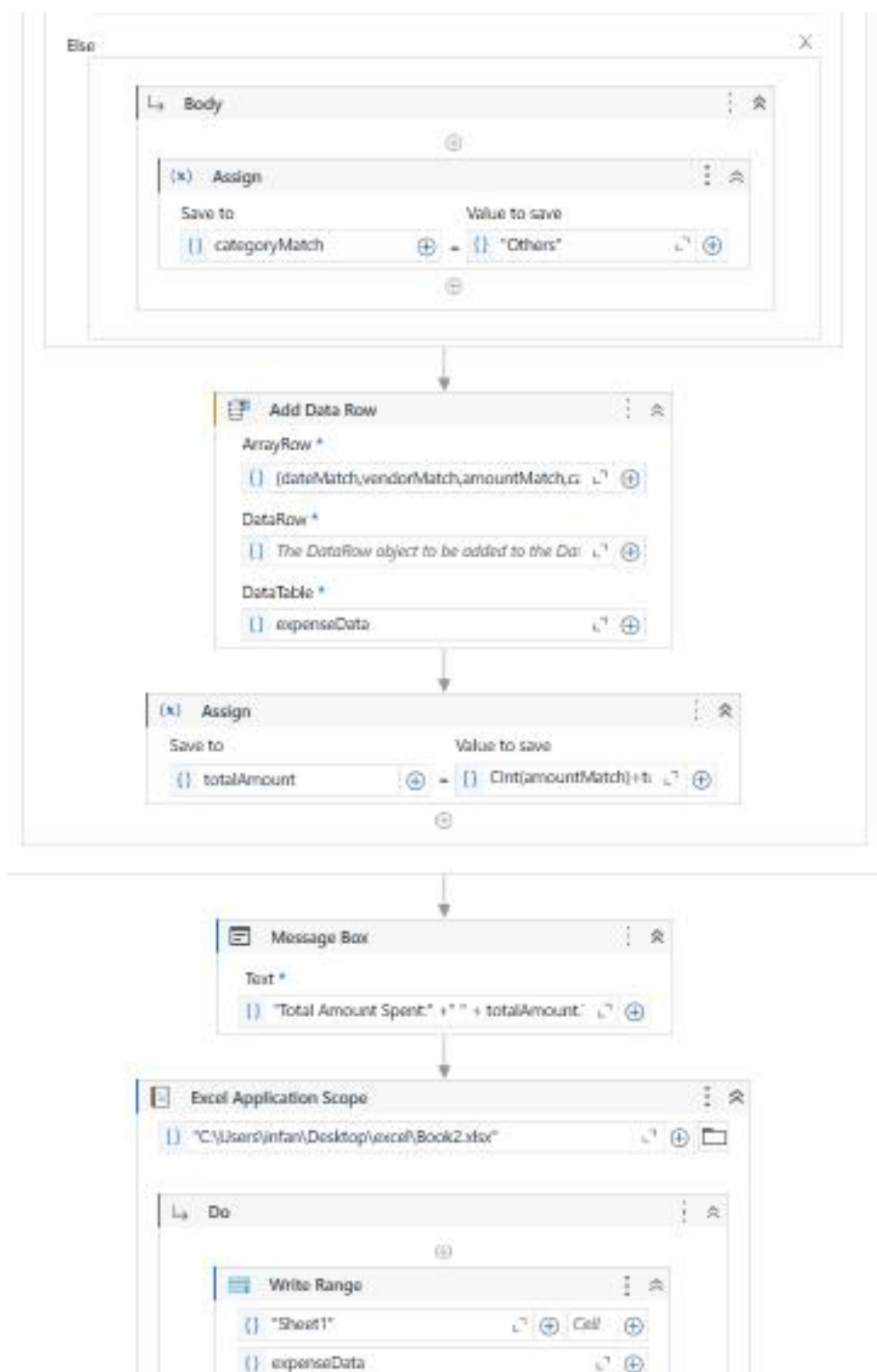
[] transportationmatch.count>0

Then

(x) **Assign**

Save to: [] categoryMatch = Value to save: [] "Transportation"





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