

1. Upload the file for validation and/or conversion:

- 1.1. Click the browse button in the upload area of the Kryptos portal
- 1.2. Select the CSV file containing the data that you prepared earlier
- 1.3. Click the upload button once the filename appears as illustrated below.

2. Upload your file

Save the worksheet containing your account number data as a .csv file and then upload it here.

batch_conversion_template_final.xlsx ✕

[Change](#) [Upload](#) [Help](#)

2. The file is uploaded into the Kryptos Systems portal. If the file uploaded is in an incorrect format then an error message shall be displayed. In this case, please check the file format and re-upload. Otherwise, an “upload complete” message is displayed as illustrated below.

2. Upload your file

Save the worksheet containing your account number data as a .csv file and then upload it here.

[Browse](#) [Upload](#) [Help](#)

Upload Complete ✕

File has been successfully received. Processing of this file will start shortly

3. File is processed

Once the file has been successfully uploaded onto the portal; a status update shall be provided within the “File status” area and has illustrated below.

3. File status and History






Date/time	Filename	Status / Result	Download File
24/03/2015 16:06:55	batch_conversion_template.csv	<div></div>	

NOTE: The data is processed real-time. The actual amount of time it will take to complete the validation/conversion process will largely depend on the amount of data uploaded and the number of files being processed. You may choose to wait for the process the complete or alternatively log-in at a later time once the file has been processed.

4. Download results

Once the file is processed, the results file will be available to download in the “file status and history” area of the portal and as illustrated below.

3. File status and History

Date/time	Filename	Status / Result	Download File
24/03/2015 16:06:55	batch_conversion_template.csv	1/1 Converted Sucessfully	 Download
16/08/2014 17:18:33	batch_conversion_iban.csv	1/1 Converted Sucessfully	 Download
16/08/2014 17:16:14	batch_conversion_iban.csv	1/1 Converted Sucessfully	 Download
16/08/2014 17:15:29	batch_conversion_BIC.csv	1/1 Converted Sucessfully	 Download
16/08/2014 17:00:41	batch_conversion_template-3.csv	1/1 Converted Sucessfully	 Download

You may retrieve a copy of the results file by clicking the “Download” button for the file you uploaded (you can identify this by its filename).