How to Import Transactions - PacPride

1. From **Card Fueling** module, click **Transaction** menu. The **Transaction** search screen will be displayed. The default tab on **Transaction** screen is the **Unposted Transaction** tab.

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CFDT-7	07/03/2016 8:47	PacPride	1007103534	Bridt Prusing	100004	Gener Grote	ABC	IN	87G-T796	140.000000	
CFDT-14	29/06/2016 9:06	CFN	1007103534	and Prusing	12448	Rolling Internation	CFN12345	IN	87G-T796	50.000000	
CFDT-15	22/07/2016 2:07	PacPride	1007103596	Rectification applicates		Rengelant	ABC	IN	D2C	30.000000	
CFDT-16	25/07/2016 7:18	PacPride	1007103584	and Prusing	10110404	Republication (B)	ABC	IN	D2C	41.200000	
CFDT-53	05/02/2018 13:36	PacPride	100007	part Servery	12140300		301		LPG	1.000000	
CFDT-54	06/02/2018 17:18	PacPride	1000000		-		301		87G-T796	1.200000	

2. Click Import toolbar button. The Import Transaction screen will be displayed

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3. Select Network and Site field will disappear. Click Browse button to search for File to be imported.

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 Click Import toolbar button. Once importing is done, notification message will be displayed. Click OK button, message will be closed and the Import Logs screen will be displayed. Import Logs screen will contain all conflicts relating to importing.

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5. Close Import Logs screen. Verify imported data on the Transaction search screen, Unposted Transaction tab. Imported Unposted Transaction should be added with assigned new Transaction Id.