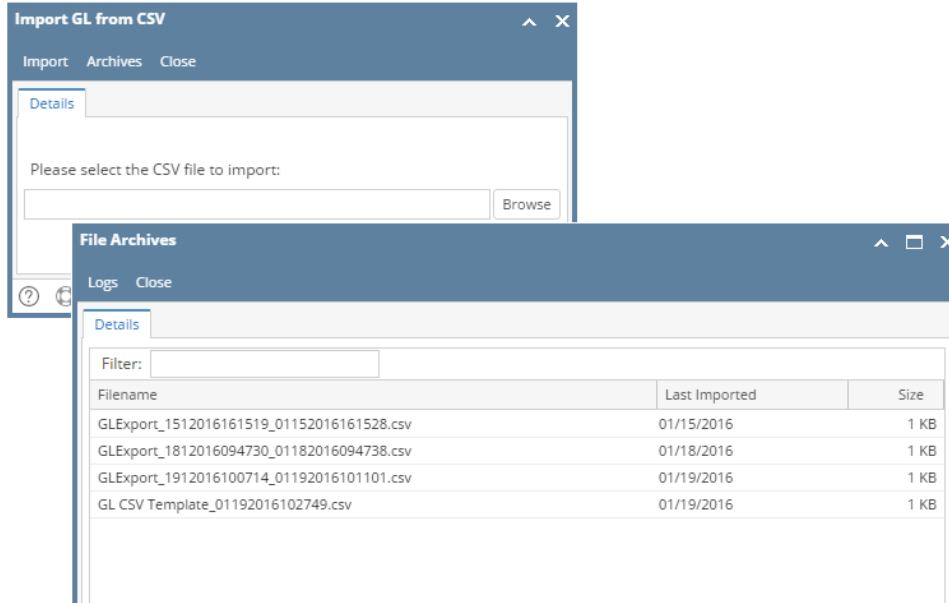


# How to Open File Archives

Every time you perform an import from CSV, name of the file that is imported is listed on **File Archives** screen.

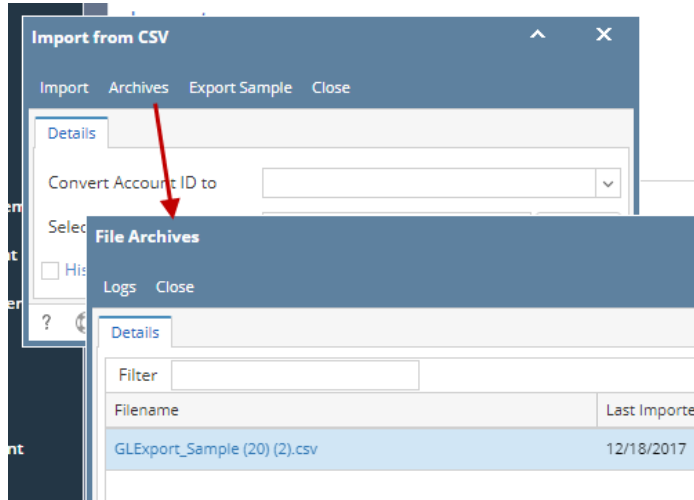
- **Via Import GL from CSV**

This is opened after clicking the **Archives** button from the **Import GL from CSV** screen. All files used to import journal is listed on this screen.



- **Via Import GL from CSV > File Archives**

1. Open Import GL from CSV
2. Click Archives button.



## Import Budget from CSV > File Archives

This is opened after clicking the **Archives** button from the **Import Budget from CSV** screen. All files used to import budget is listed on this screen.

