## **IMPORTED 0 JOURNALS ERROR RECEIVED**



Imported 0 Journals with no additional detail given on what caused the journal not to import.

The issue is normally caused by copying and pasting data from an external source into the journal spreadsheet. There is something with the format of the data being pasted which is preventing the data from loading.

## Follow these steps to resolve:

- 1. Open a new blank Excel spreadsheet.
- 2. Copy the journal data from the journal spreadsheet.



3. Go to the blank Excel spreadsheet. Right click and paste the data via 'paste values.'



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- 6. Copy the data from the Excel spreadsheet that you opened.

7. Go to the Journal Upload spreadsheet. Right click and paste the data into the new journal sheet via 'paste values.'

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- 8. Attempt to import the journal again with the Import Now button.
- 9. The journal should import successfully.