



Balance structure - import from Excel **(Bold fields are mandatory!)**

Reports => Balance => Balance structure
Edit => Import structure

Please notice the following details:

- There has to be the number „100“ in the cell „A1“. From column „B“ you can start with the following fields.
- The balance structure will be imported to the client you are currently logged in
- If there is a wrong (e.g. 2 in column KURSIV) or no value within the Excel-file, the default value „0“ or „N“ will be imported.
- The structure number you want to import must not exist

Field	Format	Description
GLIED	A12	Structure number
ART	N2	Type 1 = Assets 2 = Liabilities 3 = P&I
TEXT	A254	Structure text I
TEXT2	A254	Structure text II
NEGATIV_GLIED	A12	Negative switch
SUMME	A254	Total
ART_SUMME	A1	Only total J = Only total N = Normal balance structure
ART_TEXT	A1	Only text J = Only text N = Normal balance structure
KONTENPLAN	A1	Acc. structure J = Active N = Inactive
KURSIV	N4	Normal or italic 0 = Normal 1 = Italic
FETT	N4	Normal or bold 0 = Normal 700 = Bold
UNTER	N4	Normal or underlined 0 = Normal 1 = Underlined
ALIGNMENT	N4	Alignment 0 = Left 1 = Right 2 = Center
STRIKEOUT	N4	Normal or struck out 0 = Normal 1 = Struck out



NUMM	N1	Numbering 0 = None 1 = A 2 = I 3 = 1 4 = a 5 = -
ABSTAND	N3	Height 0 = 0 30 = 0,5 60 = 1 90 = 1,5 120 = 2 150 = 2,5 180 = 3
EINRUECKUNG	N3	Indenting 0 = 0 30 = 0,5 60 = 1 90 = 1,5 120 = 2 150 = 2,5 180 = 3 210 = 3,5 240 = 4 270 = 4,5 300 = 5 330 = 5,5 360 = 6 390 = 6,5 420 = 7
EBILANZ_FA	A40	Structure number for e-balance (fiscal authorities)
EBILANZ_JAB	A40	Structure number for e-balance (commercial register)
EBILANZ_BERUECK	A1	Consideration e-balance (fiscal authorities)
EBILANZ_JAB_BERUECK	A1	Consideration e-balance (commercial register)