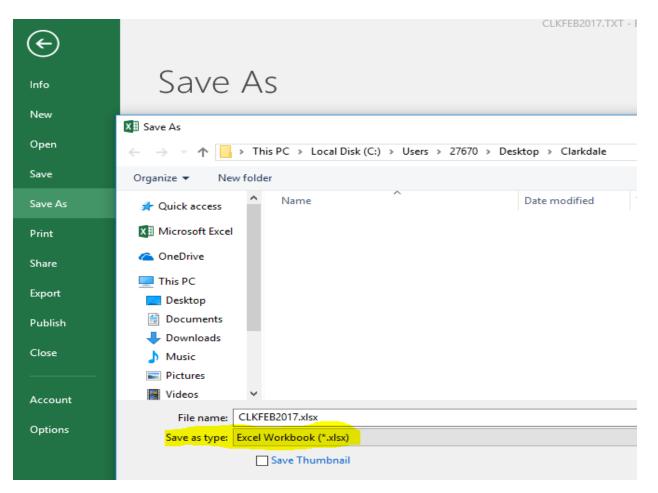
## File Conversion Instructions (.txt to .xslx)

Æ	Book1 - Excel	
$\bigcirc$		
Info	Open	
New	V Open	×
Open	← → ∨ ↑ G « Desktop > Clarkdale v ♂ Search Clarkdale P	
Save	Organize ▼ New folder III ?	
Save As	ConeDrive Name Date modified Type	
Print	This PC	ume
Share	E Documents	
Export	Downloads	
Publish	Music     Fictures	
Close	Videos	
	🕱 adoa_shared (\\a	
Account		
Options		2
	File name:      V   All Files (*.*)	
	Tools 🔻 Open 🔽 Cancel	:

Text Import Wizard - Step 1 of 3	?	$\times$
The Text Wizard has determined that your data is Delimited. If this is correct, choose Next, or choose the data type that best describes your data.		
Original data type Choose the file type that best describes your data: <u>D</u> elimited - Characters such as commas or tabs separate each field. Fixed width - Fields are aligned in columns with spaces between each field.		
Start import at row: 1 File origin: 437 : OEM United States		~
My data has headers.		
Preview of file C:\Users\27670\Desktop\Clarkdale\CLKFEB2017.TXT.		
	nd 3 LOC LOC	î
	LOC	
5 014-4000-40022017020600002017TOWN OF CLARKDALEGENERAL FUND	LOC	>
		-
Cancel < Back <u>N</u> ext >	<u>E</u> ir	nish

Text Import Wizard - Step 2 of 3					?	$\times$
This screen lets you set the delimiters your dat preview below.	ta contai	ns. You cai	n see how you	r text is affe	cted in the	
Delimiters          Tab         Semicolon         Comma         Space         Other:		as one				
Record Number         Fiscal           014-4000-4001201702170000         2017           014-4000-4002201702010000         2017           014-4000-4002201702020000         2017           014-4000-4002201702060000         2017           014-4000-4002201702060000         2017	Year	TOWN OF TOWN OF	CLARKDALE CLARKDALE CLARKDALE	Fund 1 Na GENERAL F GENERAL F GENERAL F GENERAL F	FUND FUND FUND FUND	i ^ ~ >
	Cano	el	< <u>B</u> ack	<u>N</u> ext >	<u>F</u> ini	ish

Text Import Wizard - Step 3 of 3				? ×
This screen lets you select each colu Column data format <u>G</u> eneral <u>T</u> ext <u>D</u> ate: MDY Do not <u>i</u> mport column (skip)		s numeric values to num	-	o dates, a
Data <u>p</u> review	<b>b</b> -	<b>b</b>	L -	L]
General	General	General	General	Gener
Record Number	Fiscal Year	Entity Name	Fund 1 Name	Fund
014-4000-4001201702170000 014-4000-4002201702010000		TOWN OF CLARKDALE	GENERAL FUND GENERAL FUND	
014-4000-4002201702010000		TOWN OF CLARKDALE	GENERAL FUND	
014-4000-4002201702020000		TOWN OF CLARKDALE		
<		POINT OF CERRICADE	peneral rone	>



This is the file that can now be uploaded into OpenBooks.