1. Open the excel file and copy all the line items’ information in excel. (from the row with “line Items” to the last row with content.

2. Open a txt file and past the copied content into text format.

3. Delete all the selected rows in excel

4. After the deletion, there should be no line items in the excel



1. Copy the content in the txt file (which is shown in step 2)
2. Select enough cells in the excel file (to make sure all the copied content can be placed)

3. Past the copied content into it. A popup may show up, choose “OK”.



1. The content is copied in format “Text”.



1. Save it and upload it in the fiori app “Upload General Journal Entries”.