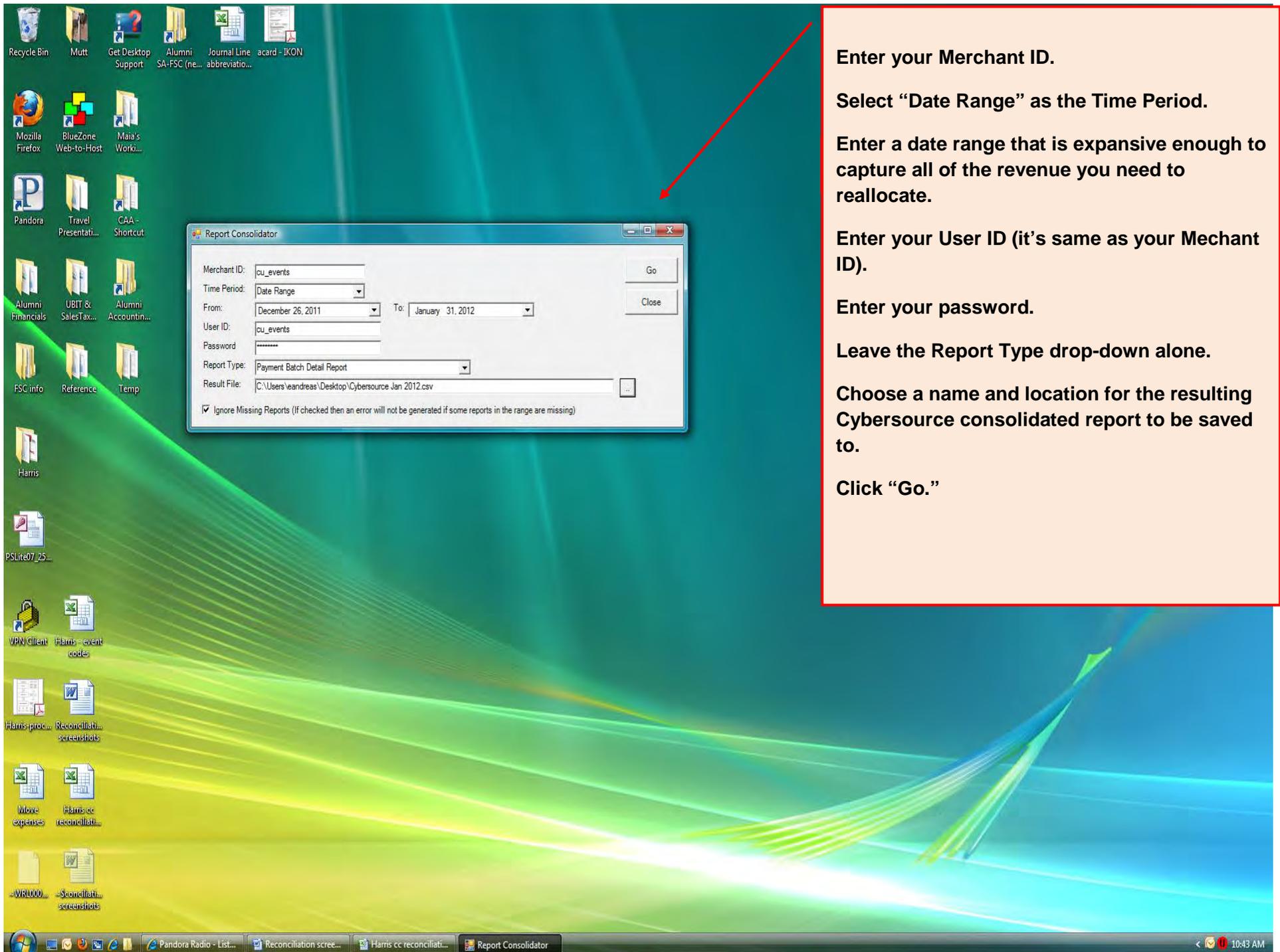


Click on the Cybersource Report Consolidator icon to open it. (If you haven't already downloaded the Report Consolidator to your desktop, see Kim's handout for instructions on how to do this.)

The following information ONLY deals with reconciling credit card revenue collection through Harris. Credit card sales that are processed using a swipe machine do not appear in Cybersource reports.



Enter your Merchant ID.

Select "Date Range" as the Time Period.

Enter a date range that is expansive enough to capture all of the revenue you need to reallocate.

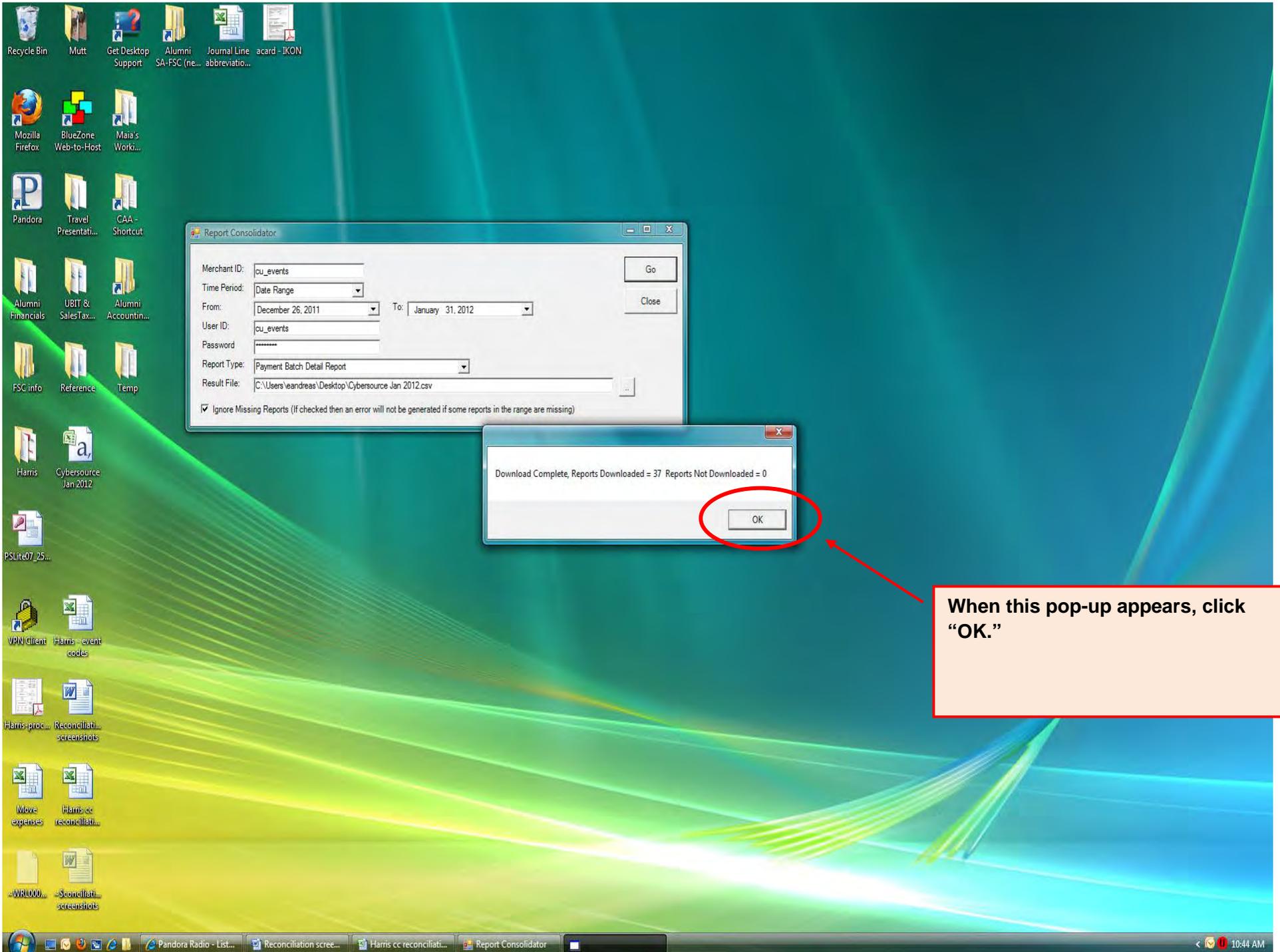
Enter your User ID (it's same as your Mechant ID).

Enter your password.

Leave the Report Type drop-down alone.

Choose a name and location for the resulting Cybersource consolidated report to be saved to.

Click "Go."



When this pop-up appears, click "OK."

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P35

1	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1	Payment I		1	2011-12-26	to	2011-12-26															
2	batch_id	merchant	batch_dat	request_i	merchant	trans_ref	payment	currency	amount	transaction_type											
3	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.75E+09	MasterCar	USD	72	ics_bill											
4	5.05E+14	cu_events	#####	3.25E+21	COB-1175!	1.41E+09	Visa	USD	75	ics_bill											
5	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.34E+09	MasterCar	USD	24	ics_bill											
6	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.33E+09	MasterCar	USD	24	ics_bill											
7	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.3E+09	Visa	USD	24	ics_bill											
8	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.4E+09	Visa	USD	96	ics_bill											
9	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.74E+09	MasterCar	USD	96	ics_bill											
10	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.77E+09	MasterCar	USD	24	ics_bill											
11	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.3E+09	Visa	USD	36	ics_bill											
12	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.3E+09	Visa	USD	72	ics_bill											
13	5.05E+14	cu_events	#####	3.25E+21	COB-1175!	1.35E+09	Visa	USD	150	ics_bill											
14	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.41E+09	MasterCar	USD	168	ics_bill											
15	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.35E+09	Visa	USD	84	ics_bill											
16	5.05E+14	cu_events	#####	3.25E+21	COB-1175!	1.74E+09	Visa	USD	150	ics_bill											
17	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.39E+09	Visa	USD	48	ics_bill											
18	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.75E+09	MasterCar	USD	24	ics_bill											
19	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.39E+09	MasterCar	USD	24	ics_bill											
20	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.41E+09	MasterCar	USD	36	ics_bill											
21	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.74E+09	MasterCar	USD	12	ics_bill											
22	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.34E+09	Visa	USD	48	ics_bill											
23	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.4E+09	MasterCar	USD	24	ics_bill											
24	5.05E+14	cu_events	#####	3.25E+21	COB-1171!	1.38E+09	Visa	USD	72	ics_bill											
25	5.05E+14	cu_events	1/1/2012	3.25E+21	COB-1171!	1.41E+09	Visa	USD													
26	5.05E+14	cu_events	1/1/2012	3.25E+21	COB-1171!	1.31E+09	MasterCar	USD													
27	5.05E+14	cu_events	1/1/2012	3.25E+21	COB-1171!	1.36E+09	Visa	USD													
28	5.05E+14	cu_events	1/1/2012	3.25E+21	COB-1171!	1.37E+09	Visa	USD													
29	5.05E+14	cu_events	1/2/2012	3.25E+21	COB-1171!	1.38E+09	Visa	USD													
30	5.05E+14	cu_events	1/2/2012	3.25E+21	COB-1171!	1.77E+09	Visa	USD													
31	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.33E+09	Visa	USD													
32	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.33E+09	Visa	USD													
33	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-7819!	1.3E+09	MasterCar	USD													
34	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.77E+09	Visa	USD													
35	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.31E+09	Visa	USD													
36	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.39E+09	MasterCar	USD													
37	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1175!	1.75E+09	Visa	USD													
38	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.77E+09	MasterCar	USD													
39	5.05E+14	cu_events	1/3/2012	3.26E+21	COB-1171!	1.37E+09	Visa	USD													

Ready 12981775 Clientline Cybersource

100%

Go to the location that the report was saved to and select and copy the Excel worksheet. Paste the worksheet into the reconciliation workbook that already contains the Cognos and Clientline detail. Change the name of the page so that you remember this is the Cybersource data.

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Clipboard Font Alignment Number Styles Cells Editing

A20 505000015235408 Total

	A	B	C	D	E	F	G	H	I	J	K	L
	batch id	merchant id	batch date	request id	merchant ref number	trans ref no	payment method	currency	amount	transaction type		
2	505000015176518	cu_events	12/26/2011	3248593047013230000000	COB-117190-2274471 12979995	1752428851	MasterCard	USD	72	ics_bill		
3	505000015176518 Total										72	
4	505000015189140	cu_events	12/27/2011	3248584576213230000000	COB-117590-2275525 12981687	1412430622	Visa	USD	75	ics_bill		
5	505000015189140	cu_events			85 12979995	1342429544	MasterCard	USD	24	ics_bill		
6	505000015189140	cu_events			14 12979995	1332430744	MasterCard	USD	24	ics_bill		
7	505000015189140 Total										123	
8	505000015207551	cu_events			08 12979995	1302433128	Visa	USD	24	ics_bill		
9	505000015207551	cu_events			72 12979995	1402432804	Visa	USD	96	ics_bill		
10	505000015207551	cu_events			05 12979995	1742432675	MasterCard	USD	96	ics_bill		
11	505000015207551	cu_events			99 12979995	1772432492	MasterCard	USD	24	ics_bill		
12	505000015207551	cu_events	12/28/2011	3250109077253230000000	COB-117190-2276330 12979995	1302432049	Visa	USD	36	ics_bill		
13	505000015207551	cu_events	12/28/2011	3250521551023230000000	COB-117190-2277633 12979995	1302433439	Visa	USD	72	ics_bill		
14	505000015207551 Total										348	
15	505000015235408	cu_events	12/29/2011	3251115114383230000000	COB-117590-2279436 12981687	1352434460	Visa	USD	150	ics_bill		
16	505000015235408	cu_events	12/29/2011	3251203303253230000000	COB-117190-2279695 12979995	1412434731	MasterCard	USD	168	ics_bill		
17	505000015235408	cu_events	12/29/2011	3250936849253230000000	COB-117190-2278511 12979995	1352433710	Visa	USD	84	ics_bill		
18	505000015235408	cu_events	12/29/2011	3251189764793230000000	COB-117590-2279655 12981687	1742434915	Visa	USD	150	ics_bill		
19	505000015235408	cu_events	12/29/2011	3250988568043230000000	COB-117190-2278769 12979995	1392434078	Visa	USD	48	ics_bill		
20	505000015235408 Total										600	
21	505000015249337	cu_events	12/30/2011	3251819029943230000000	COB-117190-2281512 12979995	1752436349	MasterCard	USD	24	ics_bill		
22	505000015249337	cu_events	12/30/2011	3252101547493230000000	COB-117190-2283124 12979995	1392437049	MasterCard	USD	24	ics_bill		
23	505000015249337 Total										48	
24	505000015269963	cu_events	12/31/2011	3252769481503230000000	COB-117190-2285749 12979995	1412438519	MasterCard	USD	36	ics_bill		
25	505000015269963	cu_events	12/31/2011	3253161793193230000000	COB-117190-2287477 12979995	1742439920	MasterCard	USD	12	ics_bill		
26	505000015269963	cu_events	12/31/2011	3252586940073230000000	COB-117190-2284209 12979995	1342437675	Visa	USD	48	ics_bill		
27	505000015269963	cu_events	12/31/2011	3252956186163230000000	COB-117190-2286927 12979995	1402439334	MasterCard	USD	24	ics_bill		
28	505000015269963	cu_events	12/31/2011	3252609200343230000000	COB-117190-2284353 12979995	1382438096	Visa	USD	72	ics_bill		
29	505000015269963 Total										192	
30	505000015285570	cu_events	1/1/2012	3253617520053230000000	COB-117190-2289614 12979995	1412440495	Visa	USD	48	ics_bill		
31	505000015285570	cu_events	1/1/2012	3253600358903230000000	COB-117190-2289434 12979995	1312521931	MasterCard	USD	24	ics_bill		
32	505000015285570	cu_events	1/1/2012	3253474013243230000000	COB-117190-2288222 12979995	1362440046	Visa	USD	216	ics_bill		
33	505000015285570	cu_events	1/1/2012	3253657694383230000000	COB-117190-2290060 12979995	1372440880	Visa	USD	72	ics_bill		
34	505000015285570 Total										360	
35	505000015298648	cu_events	1/2/2012	3254354962443230000000	COB-117190-2292636 12979995	1382441932	Visa	USD	24	ics_bill		
36	505000015298648	cu_events	1/2/2012	3254583930023230000000	COB-117190-2292765 12979995	1772443004	Visa	USD	48	ics_bill		
37	505000015298648 Total										72	
38	505000015314090	cu_events	1/3/2012	3255680061333230000000	COB-117190-2293542 12979995	1332444532	Visa	USD	24	ics_bill		
39	505000015314090	cu_events	1/3/2012	3255605207073230000000	COB-117190-2293495 12979995	1332444288	Visa	USD	24	ics_bill		

Expand your data by clicking on the 3 so that you can make sure that you pick up the correct lines.

Ready 12981775 Clientline Cybersource

Average: 617143606563046000000 Count: 158 Sum: 4875434491848060000000 100%

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Calibri 11 A A Wrap Text General Conditional Formatting as Table Styles Insert Delete Format AutoSum Fill Clear Sort & Find & Filter Select

Clipboard Font Alignment Number Styles Cells Editing

I337 =SUBTOTAL(9,I2:I336)

	A	B	C	D	E	F	G	H	I	J	K	L
1	batch_id	merchant_id	batch_date	request_id	merchant_ref_number	trans_ref_n	payment_method	currency	amount	transaction_type		
4	505000015240337	Total							48			
10	505000015269963	Total							192			
15	505000015285570	Total							360			
18	505000015298648	Total							72			
29	505000015314090	Total							458			
35	505000015341845	Total							144			
46	505000015362551	Total							615			
59	505000015385868	Total							825			
71	505000015400643	Total							476			
84	505000015416626	Total							588			
98	505000015430494	Total							657			
128	505000015449837	Total							2034			
144	505000015471801	Total							1218			
151	505000015493412	Total							649			
160	505000015515322	Total							784			
165	505000015536996	Total							652			
167	505000015553536	Total							20			
170	505000015587071	Total							205			
177	505000015607758	Total							2041			
185	505000015637244	Total							868			
190	505000015651532	Total							-45			
199	505000015672940	Total							1142			
205	505000015690032	Total							268			
210	505000015704266	Total							643			
266	505000015724468	Total							2110			
297	505000015746374	Total							475			
323	505000015768809	Total							830			
333	505000015791136	Total							239			
335	505000015813420	Total							20			
336												
337	Grand Total								18588			
338												
339												
340												
341												
342												
343												
344												

Once you've deleted the data that was included in last reconciliation period, click on the 2 to view the subtotal summary again.

The total should match the totals you got in Cleintline and Cognos (unless you use a swipe terminal).

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	batch_id	merchant_id	batch_date	request_id	merchant_ref_number	trans_ref_n	payment_method	currency	amount	transaction_type			
2	505000015249337	cu_events	12/30/2011	3251819029943230000000	COB-117190-2281512	12979995	1752436349	MasterCard	USD	24	ics_bill		
3	505000015249337	cu_events	12/30/2011	3252101547493230000000	COB-117190-2283124	12979995	1392437049	MasterCard	USD	24	ics_bill		
4	505000015269963	cu_events	12/31/2011	3252769481503230000000	COB-117190-2285749	12979995	1412438519	MasterCard	USD	36	ics_bill		
5	505000015269963	cu_events	12/31/2011	3253161793193230000000	COB-117190-2287477	12979995	1742439920	MasterCard	USD	12	ics_bill		
6	505000015269963	cu_events	12/31/2011	3252586940073230000000	COB-117190-2284209	12979995	1342437675	Visa	USD	48	ics_bill		
7	505000015269963	cu_events	12/31/2011	3252956186163230000000	COB-117190-2286927	12979995	1402439334	MasterCard	USD	24	ics_bill		
8	505000015269963	cu_events	12/31/2011	3252609200343230000000	COB-117190-2284353	12979995	1382438096	Visa	USD	72	ics_bill		
9	505000015285570	cu_events	1/1/2012	3253617520053230000000	COB-117190-2289614	12979995	1412440495	Visa	USD	48	ics_bill		
10	505000015285570	cu_events	1/1/2012	3253600358903230000000	COB-117190-2289434	12979995	1312521931	MasterCard	USD	24	ics_bill		
11	505000015285570	cu_events	1/1/2012	3253474013243230000000	COB-117190-2288222	12979995	1362440046	Visa	USD	216	ics_bill		
12	505000015285570	cu_events	1/1/2012	3253657694383230000000	COB-117190-2290060	12979995	1372440880	Visa	USD	72	ics_bill		
13	505000015298648	cu_events	1/2/2012	3254354962443230000000	COB-117190-2292636	12979995	1382441932	Visa	USD	24	ics_bill		
14	505000015298648	cu_events	1/2/2012	3254583930023230000000	COB-117190-2292765	12979995	1772443004	Visa	USD	48	ics_bill		
15	505000015314090	cu_events	1/3/2012	3255680061333230000000	COB-117190-2293542	12979995	1332444532	Visa	USD	24	ics_bill		
16	505000015314090	cu_events	1/3/2012	3255605207073230000000	COB-117190-2293495	12979995	1332444288	Visa	USD	24	ics_bill		
17	505000015314090	cu_events	1/3/2012	3255338978633230000000	COB-78195-2293177	12979995	1302525117	MasterCard	USD	20	ics_bill		
18	505000015314090	cu_events	1/3/2012	3255335026273230000000	COB-117190-2293168	12979995	1772444420	Visa	USD	48	ics_bill		
19	505000015314090	cu_events	1/3/2012	3255158636733230000000	COB-117190-2292963	12979995	1312524517	Visa	USD	48	ics_bill		
20	505000015314090	cu_events	1/3/2012	3255280444433230000000	COB-117190-2293093	12979995	1392443102	MasterCard	USD	24	ics_bill		
21	505000015314090	cu_events	1/3/2012	3255243556313230000000	COB-117590-2293049	12981687	1752443805	Visa	USD	150	ics_bill		
22	505000015314090	cu_events	1/3/2012	3255209128433230000000	COB-117190-2293008	12979995	1772443942	MasterCard	USD	24	ics_bill		
23	505000015314090	cu_events	1/3/2012	3255730075013230000000	COB-117190-2293554	12979995	1372444444	Visa	USD	24	ics_bill		
24	505000015314090	cu_events	1/3/2012	3255294291893230000000	COB-117190-2293113	12979995	1302525117	MasterCard	USD	20	ics_bill		
25	505000015341845	cu_events	1/4/2012	3256215236913230000000	COB-117190-2294443	12979995	1392443102	MasterCard	USD	24	ics_bill		
26	505000015341845	cu_events	1/4/2012	3256280436313230000000	COB-117190-2294715	12979995	1402524517	Visa	USD	48	ics_bill		
27	505000015341845	cu_events	1/4/2012	3256166644233230000000	COB-117190-2294238	12979995	1352444444	Visa	USD	24	ics_bill		
28	505000015341845	cu_events	1/4/2012	3256239810743230000000	COB-117190-2294551	12979995	1782443102	MasterCard	USD	24	ics_bill		
29	505000015341845	cu_events	1/4/2012	3256168299533230000000	COB-117190-2294242	12979995	1302525117	MasterCard	USD	20	ics_bill		
30	505000015362551	cu_events	1/5/2012	3257342992063230000000	COB-117590-2297240	12981687	1352524517	Visa	USD	48	ics_bill		
31	505000015362551	cu_events	1/5/2012	3257342929343230000000	COB-117590-2297239	12981687	1382524517	Visa	USD	48	ics_bill		
32	505000015362551	cu_events	1/5/2012	3257342811693230000000	COB-117590-2297238	12981687	1752524517	Visa	USD	48	ics_bill		
33	505000015362551	cu_events	1/5/2012	3257342243953230000000	COB-117590-2297236	12981687	1362524517	Visa	USD	48	ics_bill		
34	505000015362551	cu_events	1/5/2012	3256922176543230000000	COB-117190-2295717	12979995	1732524517	Visa	USD	48	ics_bill		
35	505000015362551	cu_events	1/5/2012	3257089819383230000000	COB-117190-2296335	12979995	1392524517	Visa	USD	48	ics_bill		
36	505000015362551	cu_events	1/5/2012	3257030214563230000000	COB-117190-2296125	12979995	1312524517	Visa	USD	48	ics_bill		
37	505000015362551	cu_events	1/5/2012	3256955466283230000000	COB-117590-2295856	12981687	1332524517	Visa	USD	48	ics_bill		
38	505000015362551	cu_events	1/5/2012	3257376746933230000000	COB-117190-2297300	12979995	1332524517	Visa	USD	48	ics_bill		
39	505000015362551	cu_events	1/5/2012	3257216365743230000000	COB-117190-2296779	12979995	1412524517	Visa	USD	48	ics_bill		

12981775 Clientline Cybersource Harris event codes event totals

Once you've identified the correct data set in Cybersource, you can copy it and past it into another page in your workbook to calculate the revenue totals for each event/activity.

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

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Clipboard Font Alignment Number Styles Cells Editing

amount

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	batch_id	merchant_id	batch_date	request_id	merchant_ref_number	trans_ref_n	payment_method	currency	amount	transaction_type			
2	505000015385868	cu_events	1/6/2012	3257786584423230000000	COB-117590-2297236	1762566326	MasterCard	USD	75	ics_credit			
3	505000015385868	cu_events	1/6/2012	3257786468423230000000	COB-117590-2297239	12981687	MasterCard	USD	-75	ics_credit			
4	505000015385868	cu_events	1/6/2012	3257786264832300000000	COB-117590-2297238	12981687	MasterCard	USD	-75	ics_credit			
5	505000015449837	cu_events	1/10/2012	3261524539643230000000	COB-117590-2303390	1432566305	MasterCard	USD	-150	ics_credit			
6	505000015651532	cu_events	1/20/2012	3269994535093230000000	UCOB-118924-232045	12981687	MasterCard	USD	-275	ics_credit			
7	505000015724468	cu_events	1/24/2012	3273359781223230000000	UCOB-118924-232639	12981687	MasterCard	USD	-420	ics_credit			
8	505000015746374	cu_events	1/25/2012	3274309143233230000000	COB-117590-2314962	12981687	MasterCard	USD	-150	ics_credit			
9	505000015746374	cu_events	1/25/2012	3274308656213230000000	COB-117590-2316579	12981687	MasterCard	USD	-225	ics_credit			
10	505000015249337	cu_events	12/30/2011	3251819029943230000000	COB-117190-2281512	12981687	MasterCard	USD	24	ics_bill			
11	505000015249337	cu_events	12/30/2011	3252101547493230000000	COB-117190-2283124	12981687	MasterCard	USD	24	ics_bill			
12	505000015269963	cu_events	12/31/2011	3252769481503230000000	COB-117190-2285749	12981687	MasterCard	USD	36	ics_bill			
13	505000015269963	cu_events	12/31/2011	3253161793193230000000	COB-117190-2287477	12979995	MasterCard	USD	12	ics_bill			
14	505000015269963	cu_events	12/31/2011	3252586940073230000000	COB-117190-2284209	12979995	Visa	USD	48	ics_bill			
15	505000015269963	cu_events	12/31/2011	3252956186163230000000	COB-117190-2286927	12979995	MasterCard	USD	24	ics_bill			
16	505000015269963	cu_events	12/31/2011	3252609200343230000000	COB-117190-2284353	12979995	Visa	USD	72	ics_bill			
17	505000015285570	cu_events	1/1/2012	3253617520053230000000	COB-117190-2289614	12979995	Visa	USD	48	ics_bill			
18	505000015285570	cu_events	1/1/2012	3253600358903230000000	COB-117190-2289434	12979995	MasterCard	USD	24	ics_bill			
19	505000015285570	cu_events	1/1/2012	3253474013243230000000	COB-117190-2288222	12979995	Visa	USD	216	ics_bill			
20	505000015285570	cu_events	1/1/2012	3253657694383230000000	COB-117190-2290060	12979995	Visa	USD	72	ics_bill			
21	505000015298648	cu_events	1/2/2012	3254354962443230000000	COB-117190-2292636	12979995	Visa	USD	24	ics_bill			
22	505000015298648	cu_events	1/2/2012	3254583930023230000000	COB-117190-2292765	12979995	Visa	USD	48	ics_bill			
23	505000015314090	cu_events	1/3/2012	3255680061333230000000	COB-117190-2293542	12979995	Visa	USD	24	ics_bill			
24	505000015314090	cu_events	1/3/2012	3255605207073230000000	COB-117190-2293495	12979995	Visa	USD	24	ics_bill			
25	505000015314090	cu_events	1/3/2012	3255338978633230000000	COB-78195-2293177	12979995	MasterCard	USD	20	ics_bill			
26	505000015314090	cu_events	1/3/2012	3255335026273230000000	COB-117190-2293168	12979995	Visa	USD	48	ics_bill			
27	505000015314090	cu_events	1/3/2012	3255158636733230000000	COB-117190-2292963	12979995	Visa	USD	48	ics_bill			
28	505000015314090	cu_events	1/3/2012	3255280444433230000000	COB-117190-2293093	12979995	MasterCard	USD	24	ics_bill			
29	505000015314090	cu_events	1/3/2012	3255243556313230000000	COB-117590-2293049	12981687	Visa	USD	150	ics_bill			
30	505000015314090	cu_events	1/3/2012	3255209128433230000000	COB-117190-2293008	12979995	MasterCard	USD	24	ics_bill			
31	505000015314090	cu_events	1/3/2012	3255730075013230000000	COB-117190-2293554	12979995	Visa	USD	72	ics_bill			
32	505000015314090	cu_events	1/3/2012	3255294291893230000000	COB-117190-2293113	12979995	Visa	USD	24	ics_bill			
33	505000015341845	cu_events	1/4/2012	3256215236913230000000	COB-117190-2294443	12979995	Visa	USD	24	ics_bill			
34	505000015341845	cu_events	1/4/2012	3256280436313230000000	COB-117190-2294715	12979995	MasterCard	USD	12	ics_bill			
35	505000015341845	cu_events	1/4/2012	3256166644233230000000	COB-117190-2294238	12979995	Visa	USD	24	ics_bill			
36	505000015341845	cu_events	1/4/2012	3256239810743230000000	COB-117190-2294551	12979995	Visa	USD	60	ics_bill			
37	505000015341845	cu_events	1/4/2012	3256168299533230000000	COB-117190-2294242	12979995	Visa	USD	24	ics_bill			
38	505000015362551	cu_events	1/5/2012	3257342992063230000000	COB-117590-2297240	12981687	MasterCard	USD	75	ics_bill			
39	505000015362551	cu_events	1/5/2012	3257342929343230000000	COB-117590-2297239	12981687	MasterCard	USD	75	ics_bill			

Select the columns you'll use to identify and allocate out revenue. Delete the rest of the columns.

Ready | 12981775 | Clientline | Cybersource | Harris event codes | event totals | Refunds | Average: 60.9442623 | Count: 306 | Sum: 18588 | 100%

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Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

Clipboard Font Alignment Number Styles Cells Editing

AutoSum Fill Clear Sort & Filter Find & Select

merchant_ref_number amount

1	merchant_ref_number	amount
2	COB-117590-2297236 12981687	-75
3	COB-117590-2297239 12981687	-75
4	COB-117590-2297238 12981687	-75
5	COB-117590-2303590 12981687	-150
6	UCOB-118924-2320454 12979995	-275
7	UCOB-118924-2326392 12979995	-420
8	COB-117590-2314962 -12981687-DCWinter	-150
9	COB-117590-2316579 -12981687-DCWinter	-225
10	COB-117190-2281512 12979995	24
11	COB-117190-2283124 12979995	24
12	COB-117190-2285749 12979995	36
13	COB-117190-2287477 12979995	12
14	COB-117190-2284209 12979995	48
15	COB-117190-2286927 12979995	24
16	COB-117190-2284353 12979995	72
17	COB-117190-2289614 12979995	48
18	COB-117190-2289434 12979995	24
19	COB-117190-2288222 12979995	216
20	COB-117190-2290060 12979995	72
21	COB-117190-2292636 12979995	24
22	COB-117190-2292765 12979995	48
23	COB-117190-2293542 12979995	24
24	COB-117190-2293495 12979995	24
25	COB-78195-2293177	20
26	COB-117190-2293168 12979995	48
27	COB-117190-2292963 12979995	48
28	COB-117190-2293093 12979995	24
29	COB-117590-2293049 12981687	150
30	COB-117190-2293008 12979995	24
31	COB-117190-2293554 12979995	72
32	COB-117190-2293113 12979995	24
33	COB-117190-2294443 12979995	24
34	COB-117190-2294715 12979995	12
35	COB-117190-2294238 12979995	24
36	COB-117190-2294551 12979995	60
37	COB-117190-2294242 12979995	24
38	COB-117590-2297240 12981687	75
39	COB-117590-2297239 12981687	75

event totals Refunds

Average: 60.9442623 Count: 612 Sum: 18588 100%

Ready

Your page should now look like this.

Insert a number of blank columns between the merchant reference number and the amount.

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Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Sort & Filter Filter Clear Reply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

A1 merchant_ref_number

	A	B	C	F	G
1	merchant_ref_number				
2	COB-117590-2297236 12981687			75	
3	COB-117590-2297239 12981687			75	
4	COB-117590-2297238 12981687			75	
5	COB-117590-2303590 12981687			50	
6	UCOB-118924-2320454 12979995			75	
7	UCOB-118924-2326392 12979995			20	
8	COB-117590-2314962 -12981687-DCWinter			50	
9	COB-117590-2316579 -12981687-DCWinter			25	
10	COB-117190-2281512 12979995			24	
11	COB-117190-2283124 12979995			24	
12	COB-117190-2285749 12979995			36	
13	COB-117190-2287477 12979995			12	
14	COB-117190-2284209 12979995			48	
15	COB-117190-2286927 12979995			24	
16	COB-117190-2284353 12979995			72	
17	COB-117190-2289614 12979995			48	
18	COB-117190-2289434 12979995			24	
19	COB-117190-2288222 12979995			216	
20	COB-117190-2290060 12979995			72	
21	COB-117190-2292636 12979995			24	
22	COB-117190-2292765 12979995			48	
23	COB-117190-2293542 12979995			24	
24	COB-117190-2293495 12979995			24	
25	COB-78195-2293177			20	
26	COB-117190-2293168 12979995			48	
27	COB-117190-2292963 12979995			48	
28	COB-117190-2293093 12979995			24	
29	COB-117590-2293049 12981687			150	
30	COB-117190-2293008 12979995			24	
31	COB-117190-2293554 12979995			72	
32	COB-117190-2293113 12979995			24	
33	COB-117190-2294443 12979995			24	
34	COB-117190-2294715 12979995			12	
35	COB-117190-2294238 12979995			24	
36	COB-117190-2294551 12979995			60	
37	COB-117190-2294242 12979995			24	
38	COB-117590-2297240 12981687			75	
39	COB-117590-2297239 12981687			75	

Text to Columns

Separate the contents of one Excel cell into separate columns.

For example, you can separate a column of full names into separate first and last name columns.

In Word, use this feature to convert the selected text into a table, splitting the text into columns at each comma, period, or other character you specify.

Press F1 for more help.

Select the first column and click on the "Text to Columns" icon in the Data toolbar.

Ready Count: 306 100%

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Get External Data Existing Connections Refresh All Properties Edit Links Connections Sort & Filter Filter Clear Reapply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

A1 merchant_ref_number

merchant_ref_number	amount
COB-117590-2297236 12981687	-75
COB-117590-2297239 12981687	-75
COB-117590-2297238 12981687	-75
COB-117590-2303590 12981687	-150
UCOB-118924-2320454 12979995	-275
UCOB-118924-2326392 12979995	-420
COB-117590-2314962 -12981687-DCWinter	-150
COB-117590-2316579 -12981687-DCWinter	-225
COB-117190-2281512 12979995	24
COB-117190-2283124 12979995	24
COB-117190-2285749 12979995	36
COB-117190-2287477 12979995	12
COB-117190-2284209 12979995	48
COB-117190-2286927 12979995	24
COB-117190-2284353 12979995	72
COB-117190-2289614 12979995	48
COB-117190-2289434 12979995	24
COB-117190-2288222 12979995	216
COB-117190-2290060 12979995	72
COB-117190-2292636 12979995	24
COB-117190-2292765 12979995	48
COB-117190-2293542 12979995	24
COB-117190-2293495 12979995	24
COB-78195-2293177	20
COB-117190-2293168 12979995	48
COB-117190-2292963 12979995	48
COB-117190-2293093 12979995	24
COB-117590-2293049 12981687	150
COB-117190-2293008 12979995	24
COB-117190-2293554 12979995	72
COB-117190-2293113 12979995	24
COB-117190-2294443 12979995	24
COB-117190-2294715 12979995	12
COB-117190-2294238 12979995	24
COB-117190-2294551 12979995	60
COB-117190-2294242 12979995	24
COB-117590-2297240 12981687	75
COB-117590-2297239 12981687	75

Choose the "Delimited" option and click "Next."

Convert Text to Columns Wizard - Step 1 of 3

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:

- Delimited - Characters such as commas or tabs separate each field.
- Fixed width - Fields are aligned in columns with spaces between each field.

Preview of selected data:

1	merchant_ref_number
2	COB-117590-2297236 12981687
3	COB-117590-2297239 12981687
4	COB-117590-2297238 12981687
5	COB-117590-2303590 12981687

Cancel << Back Next > Finish

Ready 12981775 Clientline Cybersource Harris event codes event totals Refunds Count: 306 100%

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Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Properties Edit Link Connections

Sort Filter Clear Reapply Text to Remove Data Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

A1 merchant_ref_number

1 merchant_ref_number
2 COB-117590-2297236|12981687
3 COB-117590-2297239|12981687
4 COB-117590-2297238|12981687
5 COB-117590-2303590|12981687
6 UCOB-118924-2320454|12979995
7 UCOB-118924-2326392|12979995
8 COB-117590-2314962|-12981687-DCWinter
9 COB-117590-2316579|-12981687-DCWinter
10 COB-117190-2281512|12979995
11 COB-117190-2283124|12979995
12 COB-117190-2285749|12979995
13 COB-117190-2287477|12979995
14 COB-117190-2284209|12979995
15 COB-117190-2286927|12979995
16 COB-117190-2284353|12979995
17 COB-117190-2289614|12979995
18 COB-117190-2289434|12979995
19 COB-117190-2288222|12979995
20 COB-117190-2290060|12979995
21 COB-117190-2292636|12979995
22 COB-117190-2292765|12979995
23 COB-117190-2293542|12979995
24 COB-117190-2293495|12979995
25 COB-78195-2293177
26 COB-117190-2293168|12979995
27 COB-117190-2292963|12979995
28 COB-117190-2293093|12979995
29 COB-117590-2293049|12981687
30 COB-117190-2293008|12979995
31 COB-117190-2293554|12979995
32 COB-117190-2293113|12979995
33 COB-117190-2294443|12979995
34 COB-117190-2294715|12979995
35 COB-117190-2294238|12979995
36 COB-117190-2294551|12979995
37 COB-117190-2294242|12979995
38 COB-117590-2297240|12981687
39 COB-117590-2297239|12981687

amount
-75
-75
-75
-150
-275
-420
-150
-225
24
24
36
12
48
24
72
48
24
216
72
24
48
24
24
20
48
48
24
24
150
24
72
24
24
12
24
60
24
75
75

Convert Text to Columns Wizard - Step 2 of 3

This screen lets you set the delimiters your data contains. You can see how your text is affected in the preview below.

Delimiters

- Tab
- Semicolon
- Comma
- Space
- Other: -

Treat consecutive delimiters as one

Text qualifier: *

Data preview

merchant_ref_number			
COB	117590	2297236 12981687	
COB	117590	2297239 12981687	
COB	117590	2297238 12981687	
COB	117590	2303590 12981687	

Cancel < Back Next > Finish

12981775 Clientline Cybersource Harris event codes event totals Refunds

Ready Count: 306 100%

Note: Dashes have been inserted before the speedtype and the name of the event on these two lines.

In the box next to the word "other" insert a dash. Click "Next."

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Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Properties Edit Links Connections Sort & Filter Sort Filter Clear Reapply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

A1 merchant_ref_number

1	merchant_ref_number				amount									
2	COB-117590-2297236 12981687				-75									
3	COB-117590-2297239 12981687				-75									
4	COB-117590-2297238 12981687				-75									
5	COB-117590-2303590 12981687				-150									
6	UCOB-118924-2320454 12979995				-275									
7	UCOB-118924-2326392 12979995				-420									
8	COB-117590-2314962 -12981687-DCWinter				-150									
9	COB-117590-2316579 -12981687-DCWinter				-225									
10	COB-117190-2281512 12979995				24									
11	COB-117190-2283124 12979995				24									
12	COB-117190-2285749 12979995				36									
13	COB-117190-2287477 12979995				12									
14	COB-117190-2284209 12979995				48									
15	COB-117190-2286927 12979995				24									
16	COB-117190-2284353 12979995				72									
17	COB-117190-2289614 12979995				48									
18	COB-117190-2289434 12979995				24									
19	COB-117190-2288222 12979995				216									
20	COB-117190-2290060 12979995				72									
21	COB-117190-2292636 12979995				24									
22	COB-117190-2292765 12979995				48									
23	COB-117190-2293542 12979995				24									
24	COB-117190-2293495 12979995				24									
25	COB-78195-2293177				20									
26	COB-117190-2293168 12979995				48									
27	COB-117190-2292963 12979995				48									
28	COB-117190-2293093 12979995				24									
29	COB-117590-2293049 12981687				150									
30	COB-117190-2293008 12979995				24									
31	COB-117190-2293554 12979995				72									
32	COB-117190-2293113 12979995				24									
33	COB-117190-2294443 12979995				24									
34	COB-117190-2294715 12979995				12									
35	COB-117190-2294238 12979995				24									
36	COB-117190-2294551 12979995				60									
37	COB-117190-2294242 12979995				24									
38	COB-117590-2297240 12981687				75									
39	COB-117590-2297239 12981687				75									

Convert Text to Columns Wizard - Step 3 of 3

This screen lets you select each column and set the Data Format.

Column data format

General
 Text
 Date: MDY
 Do not import column (skip)

'General' converts numeric values to numbers, date values to dates, and all remaining values to text. Advanced...

Destination: \$A\$1

Data preview

Skip Column	General	General
merchant_ref_number		
COB	117590	2297236 12981687
COB	117590	2297239 12981687
COB	117590	2297238 12981687
COB	117590	2303590 12981687

Cancel < Back Next > Finish

Select the first column and click "Do not import column (skip)." Click "Finish."

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Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Sort & Filter Filter Clear Reapply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Outline

	A	B	C	D	E	F	G	H	I	J	K	L	M
1					amount								
2		117590			-75								
3		117590			-75								
4		117590			-75								
5		117590			-150								
6		118924			-275								
7		118924			-420								
8		117590	12981687 DCWinter		-150								
9		117590	12981687 DCWinter		-225								
10		117190			24								
11		117190			24								
12		117190			36								
13		117190			12								
14		117190			48								
15		117190			24								
16		117190			48								
17		117190			24								
18		117190			24								
19		78195			20								
20		117190			48								
21		117190			48								
22		117190			24								
23		117190			24								
24		117190			24								
25		117190			150								
26		117190			24								
27		117190			72								
28		117190			24								
29		117190			24								
30		117590			60								
31		117190			24								
32		117190			24								
33		117190			12								
34		117190			24								
35		117190			24								
36		117190			60								
37		117190			24								
38		117590			75								
39		117590			75								

Your first column will now be just the event codes.

If you included dashes before the speedtype and the name of the event, those two pieces of information will appear in the next two columns.

The last column will be the amount.

Ready | Average: 101925.5738 | Count: 305 | Sum: 31087300 | 100%

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Properties Edit Links Sort Filter Reapply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

A1 event code

1	A	B	C	D	E	F	G	H	I	J	K	L	M
	event code	speedtype	event name		amount								
2	117590				75								
3	117590				-75								
4	117590				-75								
5	117590				-150								
6	118924				-275								
7	118924				-420								
8	117590	12981687	DCWinter		-150								
9	117590	12981687	DCWinter		-225								
10	117190				24								
11	117190				24								
12	117190				36								
13	117190				12								
14	117190				48								
15	117190				24								
16	117190				72								
17	117190				48								
18	117190				24								
19	117190				216								
20	117190				72								
21	117190				24								
22	117190				48								
23	117190				24								
24	117190				24								
25	78195				20								
26	117190				48								
27	117190				48								
28	117190				24								
29	117590				150								
30	117190				24								
31	117190				72								
32	117190				24								
33	117190				24								
34	117190				12								
35	117190				24								
36	117190				60								
37	117190				24								
38	117590				75								
39	117590				75								

Ready | 12981775 | Clientline | Cybersource | Harris event codes | event totals | Refunds | Count: 3 | 100%

Insert a row and add labels to the top of each column containing data.

The screenshot shows Microsoft Excel with a data table and a Sort dialog box. The data table has the following columns: event code, speedtype, event name, and amount. The Sort dialog box is open, showing the 'Sort by' dropdown set to 'event code', 'Sort On' set to 'Values', and 'Order' set to 'Smallest to Largest'. A red box highlights the 'Sort' button in the Data toolbar, and a red arrow points from a text box to the 'Sort by' dropdown in the dialog box.

Choose the "Sort" option from the Data toolbar. Choose "event code" (or "event name" if you have it for all of the entries) in the "Sort by" drop-down.

	A	B	C	D	E
	event code	speedtype	event name		amount
2	117590				-75
3	117590				-75
4	117590				-75
5	117590				-150
6	118924				-275
7	118924				-420
8	117590				-150
9	117590				-225
10	117190				24
11	117190				24
12	117190				36
13	117190				12
14	117190				48
15	117190				24
16	117190				72
17	117190				48
18	117190				24
19	117190				216
20	117190				72
21	117190				24
22	117190				48
23	117190				24
24	117190				24
25	78195				20
26	117190				48
27	117190				48
28	117190				24
29	117590				150
30	117190				24
31	117190				72
32	117190				24
33	117190				24
34	117190				12
35	117190				24
36	117190				60
37	117190				24
38	117590				75
39	117590				75

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Sort Filter Clear Reapply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

A1 event code

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	event code		speedtype	event name	amount								
2		78195			20								
3		78195			20								
4		78195			49								
5		78195											
6		78195											
7		78195											
8		78195											
9		78195											
10		78195											
11		78195											
12		78195											
13		78195											
14		78195											
15		78195											
16		78195											
17		78195											
18		78195											
19		78195											
20		78195											
21		78195											
22		78195											
23		78195											
24		78195			49								
25		78195			20								
26		78195			20								
27		78195			20								
28		78494			25								
29		78494			25								
30		78494			25								
31		78494			25								
32		78494			50								
33		78494			25								
34		78494			50								
35		78494			25								
36		78494			25								
37		78494			25								
38		78494			25								
39		78494			25								

Subtotal

At each change in:
event code

Use function:
Sum

Add subtotal to:
 event code
 speedtype
 event name
 (Column D)
 amount

Replace current subtotals
 Page break between groups
 Summary below data

Remove All OK Cancel

Click on the "Subtotal" icon in the Data toolbar. When the Subtotal box appears:

- Select "event code" (or "event name") in the first drop-down
- Select "Sum" in the second drop-down
- Check the "amount" box
- Click "OK"

Ready 12981775 Clientline Cybersource Harris event codes event totals Refunds Average: 846704.8308 Count: 696 Sum: 550358140 100%

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

From Access From Web From Text From Other Sources Existing Connections Refresh All Connections Sort & Filter Filter Clear Resply Advanced Text to Columns Remove Duplicates Data Validation Consolidate What-If Analysis Group Ungroup Subtotal Show Detail Hide Detail Outline

E313 =SUBTOTAL(9,E2:E311)

	A	B	C	D	E	F	G	H	I	J	K	L	M
	event code	speedtype	event name		amount								
28	78195		Total		810								
125	78494		Total		2650								
228	117190		Total		5532								
280	117590		Total		4875								
309	118924		Total		4451								
312	119232		Total		270								
313	Grand Total				18588								
314													
315													
316													
317													
318													
319													
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343													
344													

12981775 Clientline Cybersource Harris event codes event totals Refunds

Ready 100%

This will give you the total revenue associated with each event. The grand total should again match those in your Cognos and Clientline tabs (assuming you have no swipe terminal sales).

Microsoft Excel

Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

Normal Page Layout Page Break Preview Custom Views Full Screen

Workbook Views Show/Hide

Ruler Formula Bar Gridlines Headings Message Bar

Zoom 100% Zoom to Selection

New Window Arrange All Freeze Panes Unhide

Split View Side by Side Synchronous Scrolling Save Workspace Switch Windows Macros

M2

Harris cc reconciliation Jan 2012.2 [Compatibility Mode]

	A	B	C
1	event code	speedtype	event name
28	78195 Total		
125	78494 Total		
228	117190 Total		
280	117590 Total		
309	118924 Total		
312	119232 Total		
313	Grand Total		
314			
315			
316			
317			
318			
319			
320			
321			
322			
323			
324			
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340			
341			
342			

Harris cc reconciliation Jan 2012.1 [Compatibility Mode]

	A	B	C	D	E
1	2/2/2012				
2	Harris codes				
3					
4	<u>ID #</u>	<u>Speedtype</u>	<u>Event Name</u>	<u>Contact</u>	
5	65772	12989535	calendar 2010 - 2011	Tori	
6	69992	52666567	CU in Scottsdale	Kim	
7	71616	52666567	CU in Scottsdale - Meal	Kim	
8	72026	12010496	FoBU 5K	Mel	
9	72233	12984464	Herd Etiquette Dinner	Dawn	
10	72764	no charge	Lavendar Graduation	Melissa	
11	72820	12981686	2011 Directors Club Summer Meeting	Barb	
12	72941	no charge	Creating Futures @ CU	Ally	
13	73028	12010496	Night of Networking	Mel	
14	73039	12984464	Join The Herd cheer on CU-Boulder Men's Lacrosse!	Dawn	
15	73179	12			
16	74546	12			
17	74948	12			
18	75340	12			
19	76699	12			
20	77261	12			
21	77444	12			
22	78195	12			
23	78493	12			
24	78494	12			
25	78592	12900145	Chicago Creating Futures	Jackie	
26	113709	12979328	Tucson Bus to ASU	Melissa	
27	113998	12979328	Seattle Golf Tourney 10/14/11	Melissa	
28	116462	12984464	Herd road Trip to CSU	Dawn	
29	117190	12979995	National Western Stock Show (NWSS) 2011	Becky	
30	117590	12981687	Directors Club Winter Meeting	Barb	
31	118924	12979995	CU Ski Day at Winter Park Resort	Ally	
32	119232	12979333	50 Year Reunion 2012	Jackie	
33	2156938	12979338	Koenig Rental	Carolyn	
34	2219545	12979328	Sr. Auditors	Eva	
35	2306883	12979995	Zoolights	Becky	
36	2307415	12981687	DC Winter Mtg	Barb	
37	2308569	12979331	CB Ski Trip	Dawn	

The Alumni Association keeps a list of the codes associated with the event forms they set up in Harris. When they add a new event code to the list, they also add a speedtype and staff contact associated with that event code. Since I use this information to reconcile, I copy the list and add it as another page in the Excel workbook.

Ready

Harris cc reconciliation Jan 2012 [Compatibility Mode] - Microsoft Excel

Home Insert Page Layout Formulas Data Review View Developer Add-Ins Acrobat

Normal Page Layout Page Break Preview Custom Views Full Screen

Workbook Views

Ruler Formula Bar Gridlines Headings Message Bar Show/Hide

Zoom 100% Zoom to Selection Zoom

New Window Arrange All Freeze Panes Unhide

Split Hide Synchronous Scrolling Reset Window Position Window

Save Workspace Switch Windows Macros

B326

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	event code	speedtype	event name		amount								
28	78195 Total	1298464	Herd Membership		810								
125	78494 Total	12979338	Senior Auditors		2650								
228	117190 Total	12979995	National Western Stock Show (NWSS) 2011		5532								
280	117590 Total	12981687	Directors Club Winter Meeting		4875								
309	118924 Total	12979995	CU Ski Day at Winter Park Resort		4451								
312	119232 Total	12979333	50 Year Reunion 2012		270								
313	Grand Total				18588								
314													
315													
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If you're using the event codes to subtotal, you'll need to pull the event information in. Once you plug that information in, you can use this page to reallocate the revenue and generate the appropriate journal line descriptions.

Cybersource Harris event codes event totals Refunds

Ready 100%

expenses reconcilia...