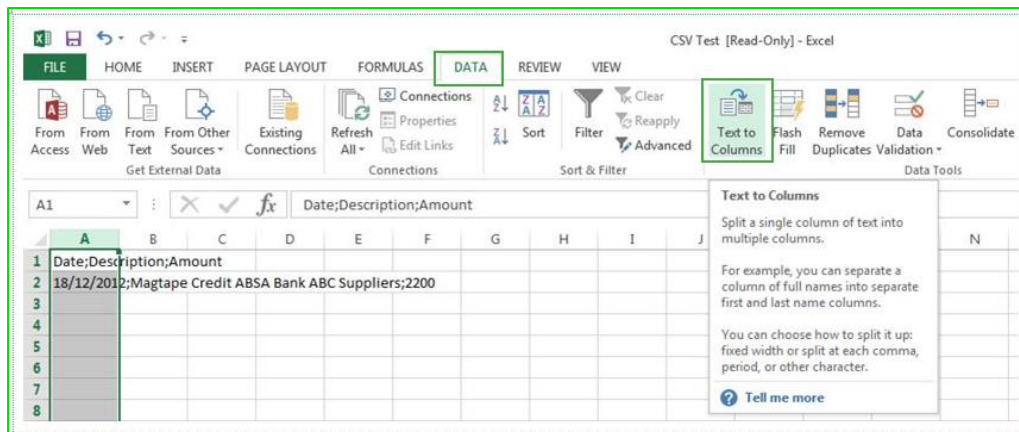


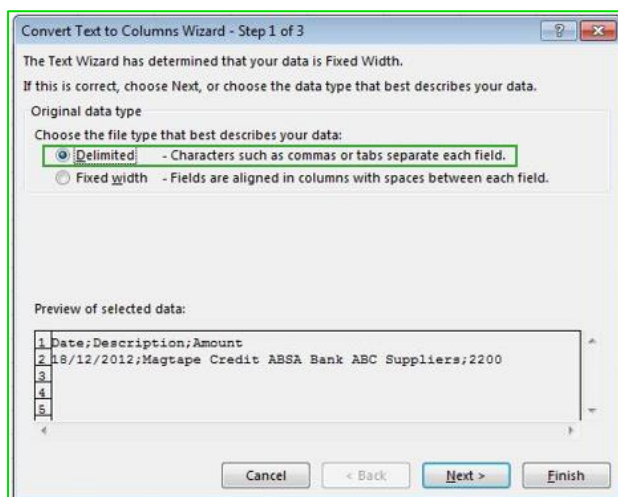
## Text to Columns in Excel

Fixing a CSV file when the all the data is populated in the first column

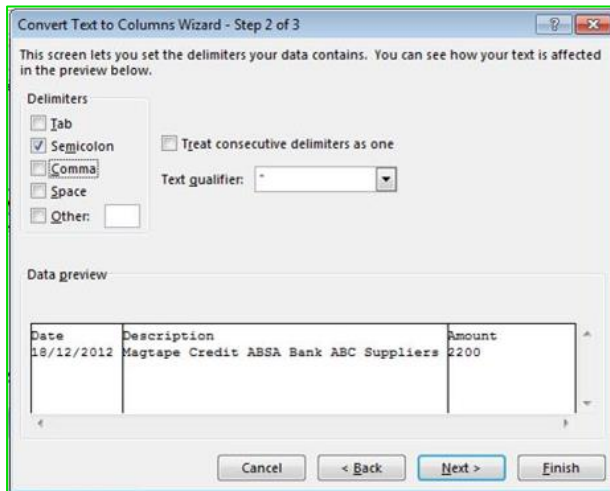
Highlight column A and select the 'Data tab' – then select 'Text to Columns'.



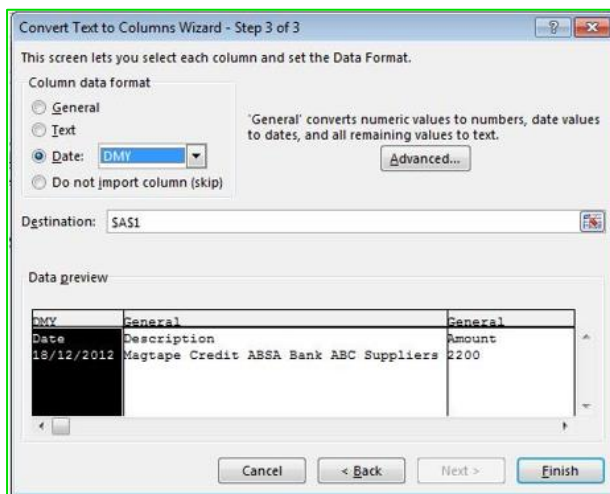
The wizard will display where you need to select the Delimited option and then select Next.



Then select the delimiter your data contains and Next. In the screenshot below, the delimiter is a semicolon.



On the final screen, select the date format 'DMY' and click on the Finish button.



Save the changes made and import the data into Sage One Accounting again.

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