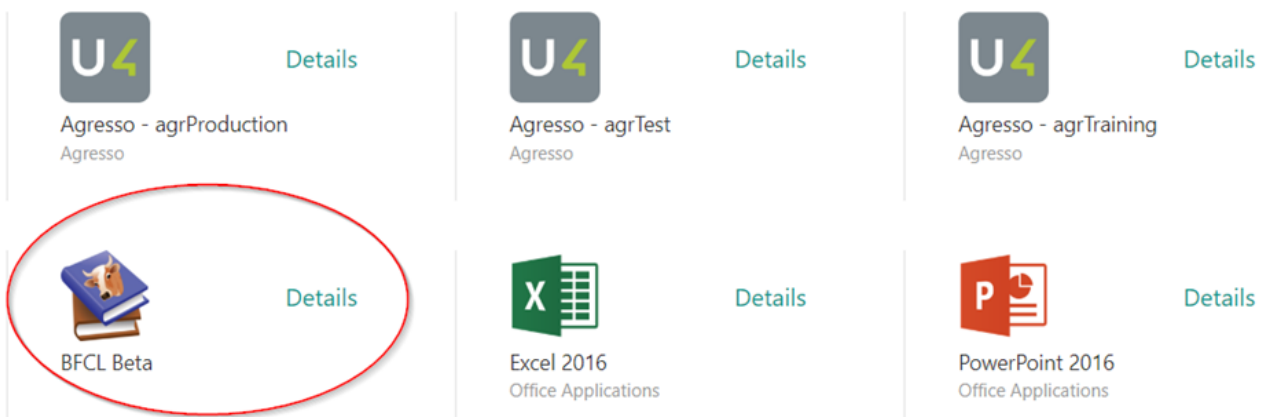


Agresso - Bank File Convert Load (BFCL) Quick Start Guide

522 David Stefan Fri, Dec 8, 2023 [Agresso](#) 1895

The purpose of the **Bank File Conversion Load (BFCL)** is to convert a bank statement file (.csv .txt, etc) for import into Agresso along with a standardized naming convention.

To open the new BFCL program, navigate to your Citrix menu and select the **BFCL V4** icon as shown below:



1. Select the **Environment** for the Bank File Convert Load.
2. **Domain:** HEIFERNET should auto-populate. If not, it will need to be entered.
3. Log in using your Heifer Network **User Name** and **Password**. Click **Next**.

Note: This login screen uses your Heifer network password, so when a password is changed, it will be changed here also. The system will be locked if you enter the incorrect user name and/or password after five (5) attempts.

4. Select the **Client** for the bank statement file you are converting.

- Note:** Only the clients accessible to the user will be listed in the drop down menu.
5. Select the **Bank** from the drop menu. Click **Next**.

BFCL Program

HEIFER INTERNATIONAL

Agresso Bank Statement File Conversion

Advance Options:

Environment / File Options

Client: US - Required

Bank: BOA8938 - Required

Continue: Next

Exit

The **Name and Location of New File** field will list the directory path of the bank statement file. This file is **Read Only** and assigned based upon the client you are converting so it cannot be changed.

6. Replace the **YYYYMM** in the **New File Name** field with the applicable numerical format. **Example: 201401**. The program will validate if a valid Year and Month has been entered. An error message such as *File name is not in correct format* will be displayed if any of these are invalid.
7. Click the **Open File**.



BFCL File Import Screen

Name and Location of New File: (Read Only)

\\agrapp1\BankRec-agrProduction\BankRec\US

New File Name:

YYYYMM-US-BOA8938.csv

Open File

Play

Stop

Exit

Continue

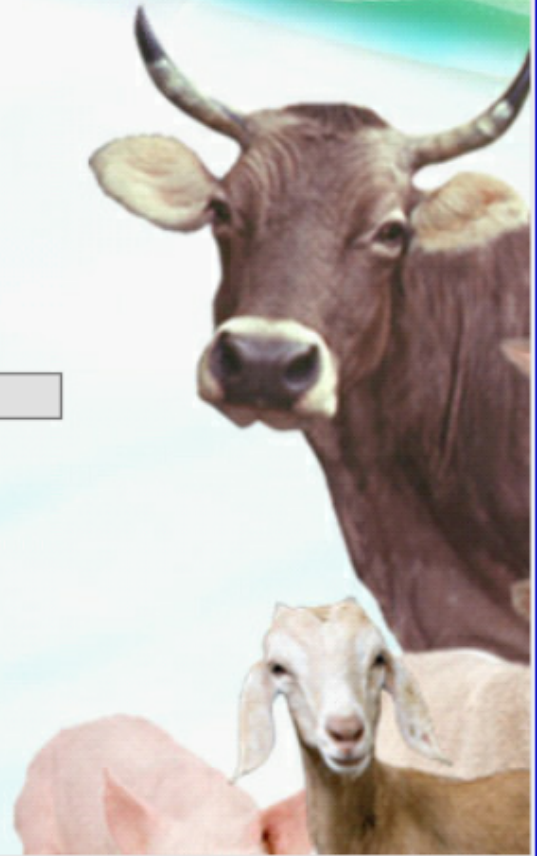
Status:

Awaiting User Input!

Input File:

Processing Options:

- Create Import File
- CB05 - Agresso **Not Available**
- Auto Matching **Not Available**



8. Browse to select the applicable bank statement file on your computer, and click **Open**. The conversion process will begin.
9. After the conversion is complete, click **Continue**.
10. Verify that the file is not 0 bytes. Click **OK**.

Note: If the file is 0 bytes, the conversion was not successful, and will need to be attempted again.



BFCL File Import Screen

Name and Location of New File: (Read Only)

\\agrapp1\BankRec-agrProduction\BankRec\US

New File Name:

202001-US-BOA8938.csv

Open File

Play

Stop

Bytes Written - Information

\\agrapp1\BankRec-agrProduction\BankRec\US\202001-US-BOA8938.csv
Number of Bytes Written = 4470

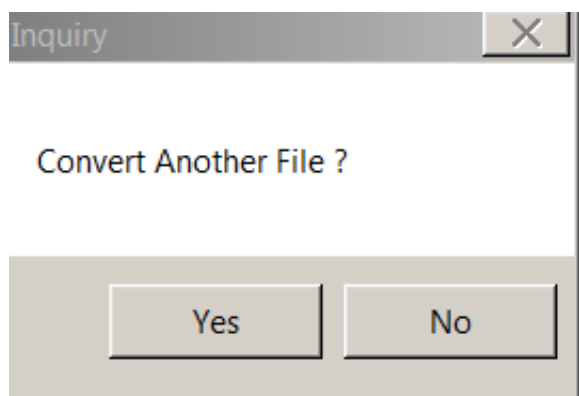
OK

Create Import File

CB05 - Agresso **Not Available**

Auto Matching **Not Available**

11. If applicable, select Yes or No to **Convert Another File**.



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