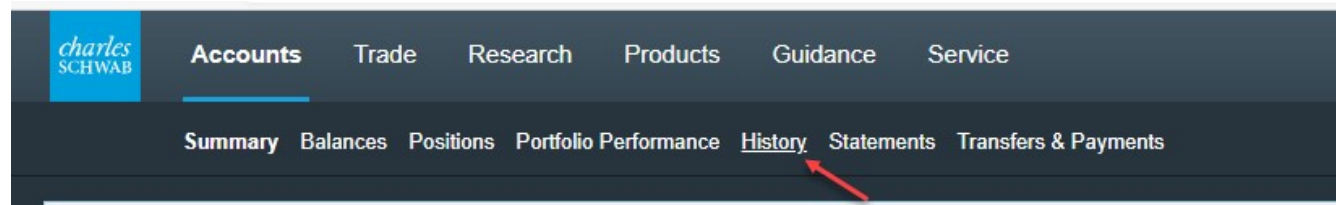


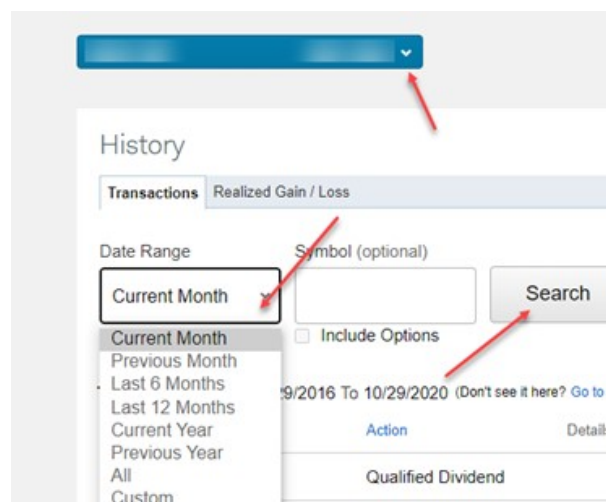
Import Transaction File CSV Charles Schwab Brokerage

Charles Schwab has recently terminated the ability for investors to download their investment activity using the standardized OFX (open financial exchange) delivery method. To help users of IAM, we've made some changes to the feature for importing a transactions csv file to reflect some defaults for the Charles Schwab csv file format. Follow these steps:

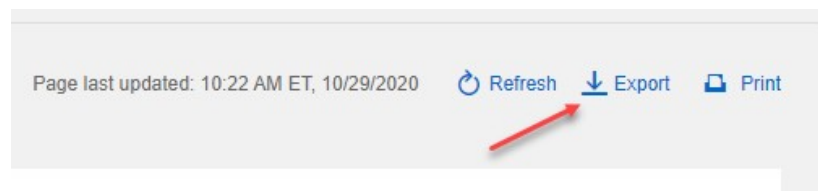
1. Log into your Charles Schwab brokerage account, and select the History menu choice:



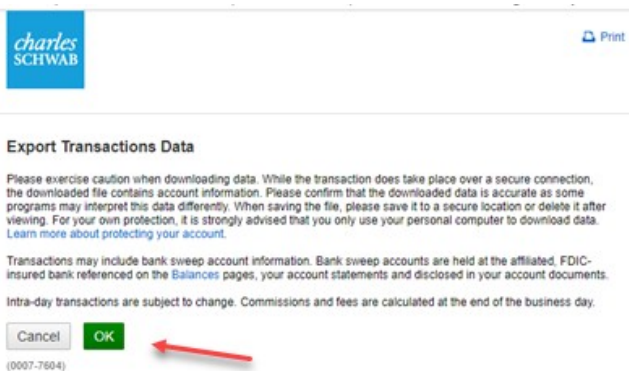
2. For your selected investment account, use the drop down to select the most recent date range for the investment activity you need to import into Investment Account Manager, then use the Search button to filter the transactions for the date range selected.



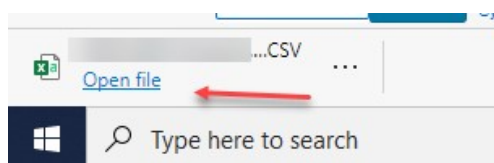
3. Use in the upper right hand corner the link to 'Export' the transactional csv file from the Charles Schwab web site.



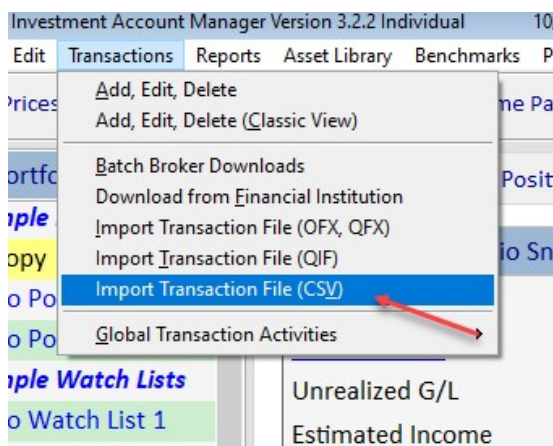
4. Use the OK button to proceed with the export/download of the transactional csv file



5. Once you select OK, depending on your browser, the file will be automatically saved, or you can indicate a 'save as' location with file name. Save the export file, making note of the name and location for import into Investment Account Manager. You can repeat the above steps for other Schwab accounts you have for import. Once complete, log off the Schwab web site.



6. Start Investment Account Manager and for the coinciding portfolio in IAM that matches the exported transactions file from Charles Schwab, select the Transactions Menu | Import Transaction File (CSV)



7. Using the search box to the right of the 'select file to import' field, select the Schwab brokerage csv file exported/downloaded in step 3 above. Once the file is selected and imported, you'll notice IAM has defaulted the required column headings to reflect the Schwab csv file format, with all activity within the csv file shown for import.

Import Transactions from CSV File

Select File to Import

If you have a money market account associated with this file that is to be used as an offset to transactions, enter it here:
 Money Market Symbol [Pick Existing](#) MMF Description

Use the drop down at the top of each column to select the data to be imported for that column. If your csv file has more than 8 columns, use the radio buttons to view and select additional fields for column data.

<input type="checkbox"/>	Date	Activity Type	Security Symbc	Security Name	Quantity	Market Price	Commission	Net Amount
<input type="checkbox"/>	10/9/2020	Qualified Dividend	MO	ALTRIA GROUP INC				\$516.00
<input type="checkbox"/>	9/30/2020	Qualified Dividend	UNP	UNION PACIFIC CO				\$291.00
<input type="checkbox"/>	9/25/2020	Qualified Dividend	BAC	BANK OF AMERICA				\$90.00
<input type="checkbox"/>	9/25/2020	Qualified Dividend	BP	BP PLC FSPONSORE				\$267.75
<input type="checkbox"/>	9/25/2020	ADR Mgmt Fee	BP	BP PLC FSPONSORE				(\$4.25)
<input type="checkbox"/>	9/25/2020	Reinvest Shares	DODGX	DODGE & COX STO	1.272	\$163.72		(\$208.21)
<input type="checkbox"/>	9/25/2020	Reinvest Dividend	DODGX	DODGE & COX STO				\$208.21
<input type="checkbox"/>	9/25/2020	Buy	MO	ALTRIA GROUP INC	650	\$37.95		(\$24,667.50)
<input type="checkbox"/>	9/18/2020	Buy	MSFT	MICROSOFT CORP	49	\$198.35		(\$9,719.15)
<input type="checkbox"/>	9/18/2020	Buy	MSFT	MICROSOFT CORP	1	\$198.35		(\$198.35)
<input type="checkbox"/>	09/16/2020 as of 09	Bank Interest		BANK INT 081620-0				\$0.27
<input type="checkbox"/>	09/14/2020 as of 09	Expired	CHWY 09/11/2020	CALL CHEWY INC \$	5			
<input type="checkbox"/>	9/10/2020	Qualified Dividend	TGT	TARGET CORP				\$119.00
<input type="checkbox"/>	9/10/2020	Qualified Dividend	MSFT	MICROSOFT CORP				\$51.00

Show All Records
 Hide Deleted Records

Import Using Custom Fields
 Import Using Schwab Default Format

8. You are now ready to follow the remaining steps for importing this Schwab csv file. Refer to the help button provided in the form above. ['Import Transaction File CSV'](#)