

Search for operations for an account number

The "View operations Reconciliation" tab allows you to search for all operations for an account number within a specific period. You can export the search results as an Excel file.

Overview of the search criteria

1. "Period" selection field
2. "Operation characteristics" selection field
3. "Search and Filter" button

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Application Button

The button at the bottom allows you to jump to the corresponding page within the application. You must be logged in to jump to the corresponding page within the application.

Computop Analytics

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- [Overview of the search criteria](#)
 - [Activating the "Period" selection field](#)
 - ["Operation characteristics" selection field](#)
 - [Exporting search results](#)

Activating the "Period" selection field

When you click in the input fields for the date, a calendar opens in which you can select a date. When you click in the input fields for the time, you can define a time for the search.

"Operation characteristics" selection field

You can narrow the search to an account number of an IBAN here.

Exporting search results

You can export the search results as an Excel file for further processing.

Proceed as follows to export the search results:

1. Activate values in the selection fields.
2. Click on the "Search and Filter" button.

The application verifies the values entered. If the values are invalid, a message showing the reason why will appear in red. If the values are valid, the search results will be shown.

Creation date	Merchant	Merchant reference number	Reference number	Type of Transaction	Status	Currency	Amount Authorization	Amount Capital	Amount Refund
17/06/2019 14:34:21	XXXXXXXXXXXX	-	-	Card - Visa	ERR02	EUR	-	-	-
18/11/2019 13:55:14	XXXXXXXXXXXX	7867233	7867233	Card - American Express	ERR02	GBP	-	-	-
14/11/2019 13:22:21	XXXXXXXXXXXX	7867232	7867232	Card - Visa	OK	GBP	100.00	100.00	-
14/11/2019 13:14:52	XXXXXXXXXXXX	7867411	7867411	Card - Visa	OK	CAD	100.00	100.00	-
10/11/2019 15:41:30	XXXXXXXXXXXX	1111	1111	Card - Visa	OK	EUR	-	-	-
10/11/2019 15:41:28	XXXXXXXXXXXX	1111	1111	Card - Visa	ERR02	EUR	-	-	-
10/11/2019 15:41:19	XXXXXXXXXXXX	12345	12345	Card - Visa	OK	EUR	123.00	-	-
10/11/2019 15:41:17	XXXXXXXXXXXX	12345	12345	Card - Visa	ERR02	EUR	-	-	-
10/11/2019 12:51:28	XXXXXXXXXXXX	1111	1111	Card - Visa	ERR02	EUR	-	-	-
10/11/2019 12:51:48	XXXXXXXXXXXX	1111	1111	Card - Visa	OK	EUR	110.00	-	-

1. "Export  " button

3. Click on the "Export  " button.

The search results are issued as a CSV file ready to download.

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- [Displaying payment transactions for an operation](#)
- [Exporting operations with all information](#)
- [Finding operations using the global search \(optional\)](#)
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- [Searching for and filtering operations](#)
- [Searching for operations for a payment method or a payment method provider](#)
- [Searching for settlement files](#)

