

General Ledger and Budget Journal Upload Tool Troubleshooting

Example issues with possible resolutions

**click on hyperlinks where applicable to navigate to resolution details*

- I. Compile Errors when opening Excel Macro-Enabled workbook.
[Resolution 1: Confirm files are saved in a local folder \(folder cannot be OneDrive enabled\).](#)
[Resolution 2: Confirm there are no missing VBA library files.](#)
- II. Excel is freezing, unresponsive, or macro buttons are not working.
[Resolution 3: Check Macro security settings.](#)
Resolution 4: Confirm main monitor is being used to open the Excel workbook. Macros may not work with secondary monitors. Workbook macro buttons will look odd or unresponsive.
[Resolution 5: Unblock Excel workbook and Macro files in File Explorer.](#)
- III. SSI Spreadsheet journal takes a long time to load, memory errors, freezing.
[Resolution 6: Macro Enabled workbook file size has become too large. Delete old outputs files.](#)
[Resolution 7 \(alternative to 6\): Re-download GL or Budget tool and create a new version in a new folder.](#)
Resolution 8 (if neither 6 or 7 work): Clear computer Temporary files, confirm available Hard Drive space, Restart computer. If needed, user should contact local computer Helpdesk support for further assistance with this resolution.
- IV. Excel cannot locate Macro files, files are corrupt, or other errors.
[Resolution 1: Confirm Excel workbook and Macro files are stored in same folder.](#)
[Resolution 1b: Confirm files are named appropriately.](#)
Resolution 11: Re-download GL or Budget tool and confirm above resolutions. See: [GL Spreadsheet Tool](#) or [Budget Tool](#).
Resolution 12: If all the above are exhausted, user's local software support helpdesk should confirm Excel installation and/or security settings on user's computer.

I. Compile Errors

Example of a Compile Error:

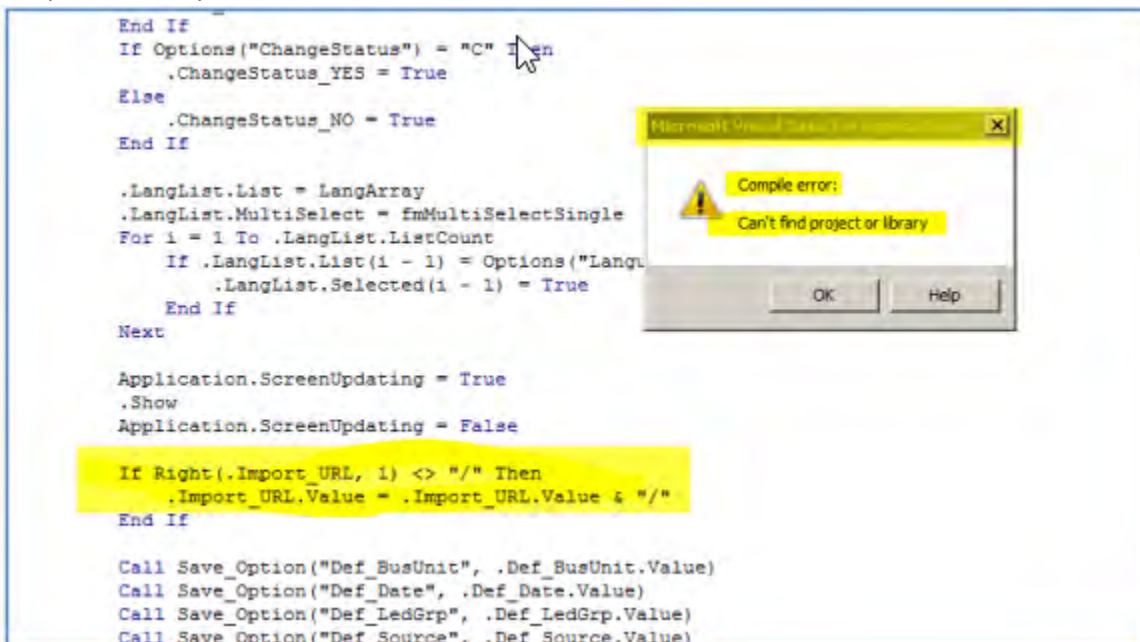
```
End If
If Options("ChangeStatus") = "C" Then
    .ChangeStatus_YES = True
Else
    .ChangeStatus_NO = True
End If

.LangList.List = LangArray
.LangList.MultiSelect = fmMultiSelectSingle
For i = 1 To .LangList.ListCount
    If .LangList.List(i - 1) = Options("Langu
        .LangList.Selected(i - 1) = True
    End If
Next

Application.ScreenUpdating = True
.Show
Application.ScreenUpdating = False

If Right(.Import_URL, 1) <> "/" Then
    .Import_URL.Value = .Import_URL.Value & "/"
End If

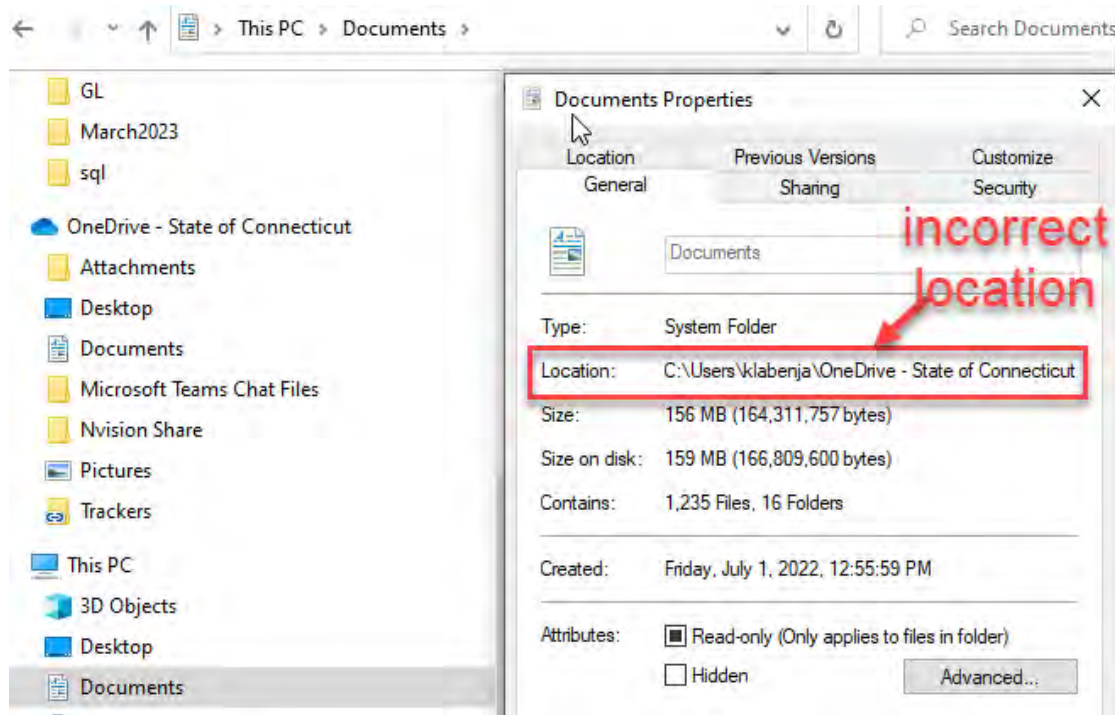
Call Save_Option("Def_BusUnit", .Def_BusUnit.Value)
Call Save_Option("Def_Date", .Def_Date.Value)
Call Save_Option("Def_LedGrp", .Def_LedGrp.Value)
Call Save_Option("Def_Source", .Def_Source.Value)
```



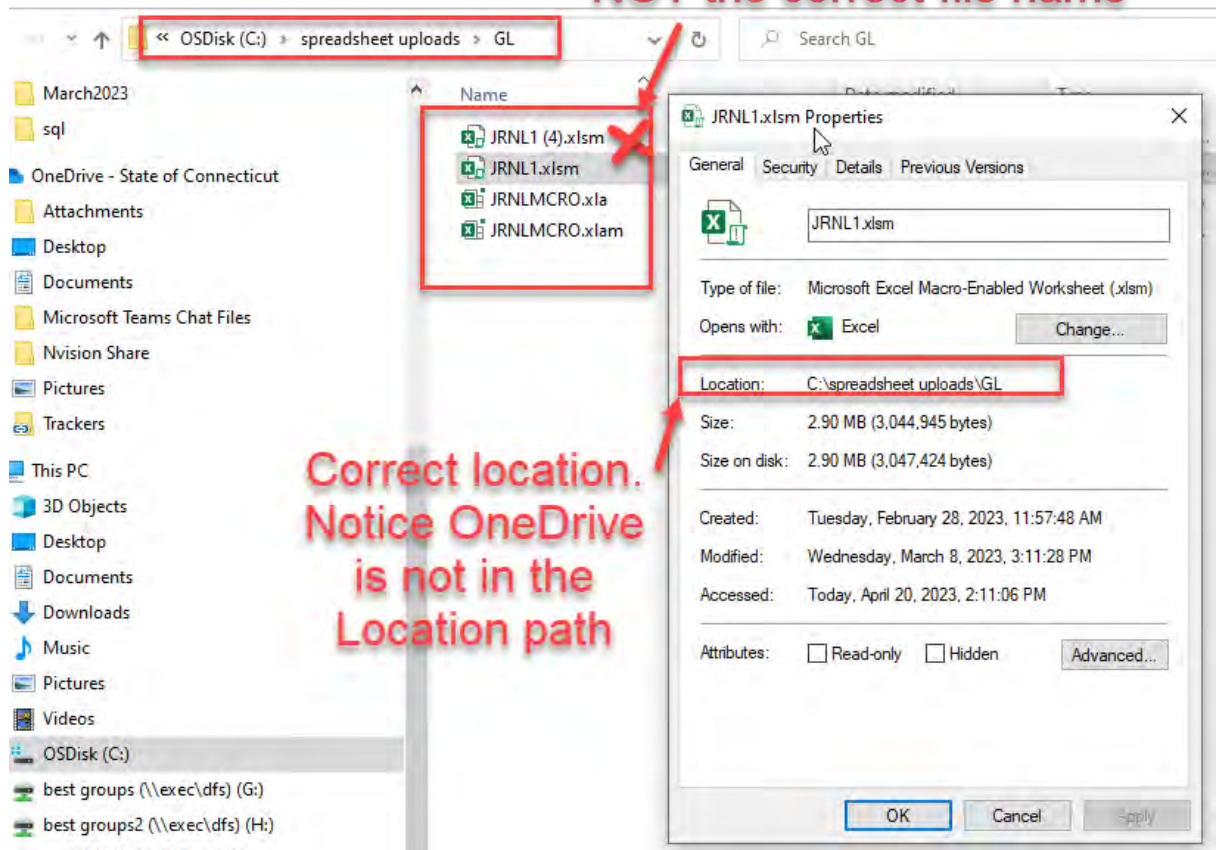
Resolution 1: Confirm files are saved in a local folder and named appropriately (folder cannot be OneDrive enabled).

Make sure the Excel workbook and macro files are saved in a folder that is **NOT** a OneDrive synchronized folder. Files should also be named appropriately.

Right click on the folder > Properties

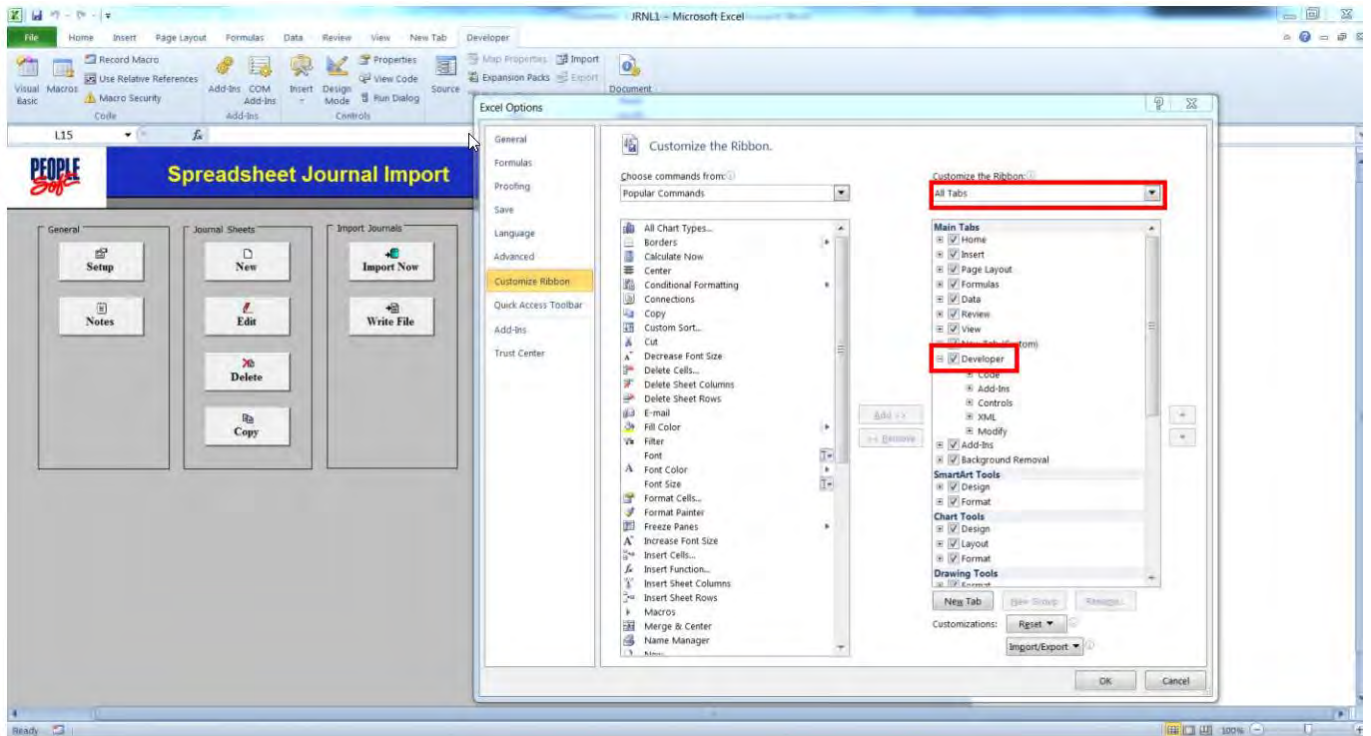


Files are appropriately named. JRNL1 (4) IS NOT the correct file name



Resolution 2: Confirm there are no missing VBA library files.

Navigate to Menu> File> Options> Customize Ribbon> Customize the Ribbon> All Tabs> Select Developer Tab

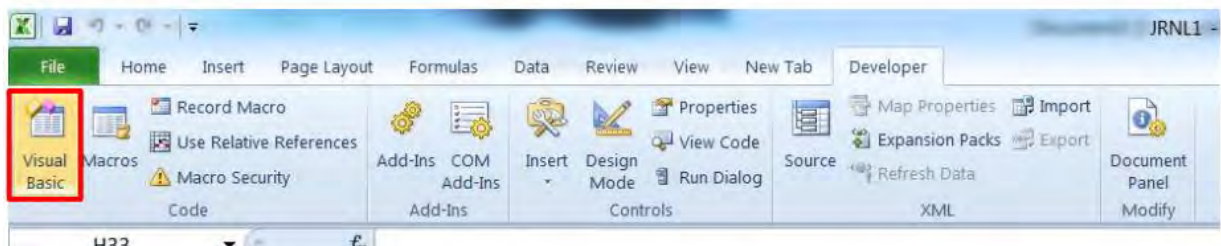


Select the **Developer** tab from the top menu

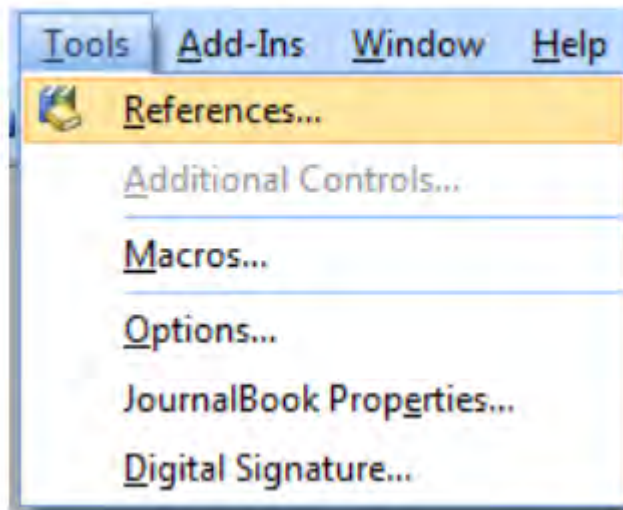


Step 3

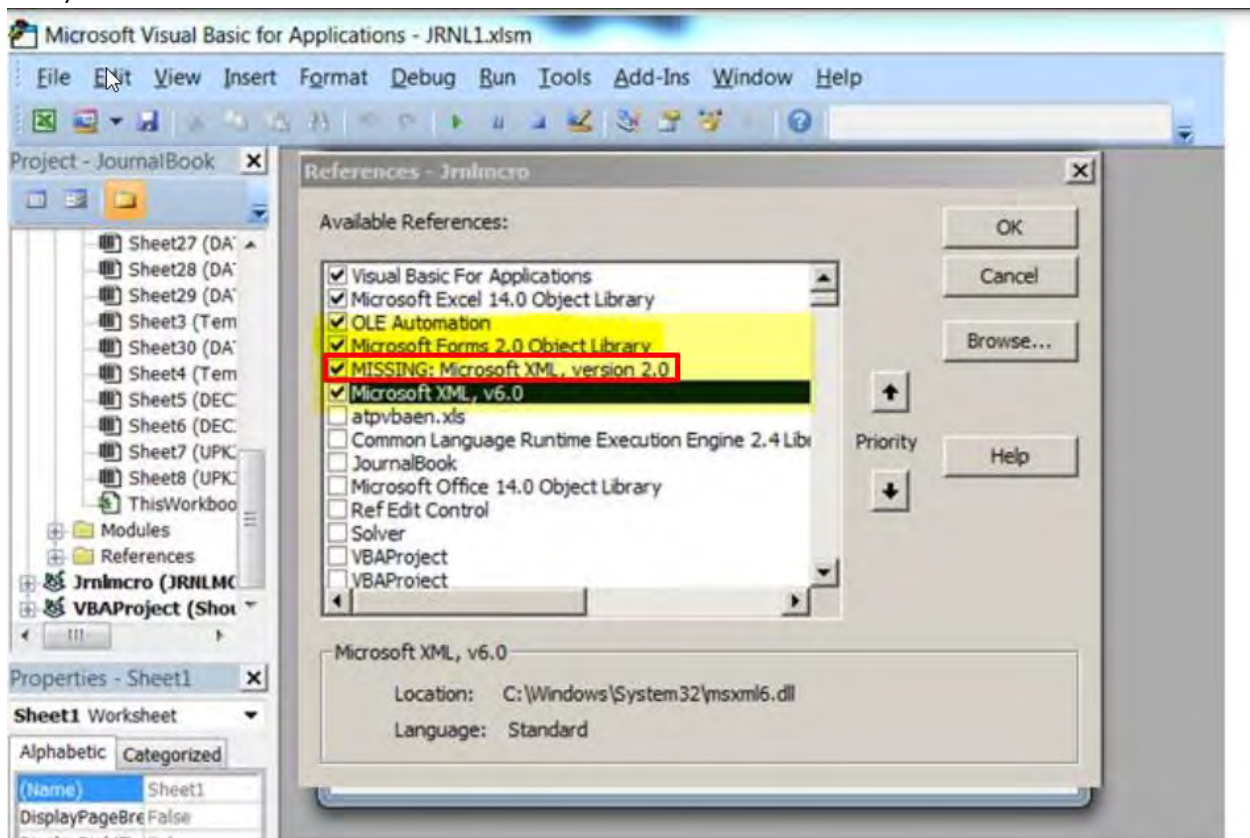
Select the **Visual Basic** icon from the top menu



Menu> Tools> References



Deselect MISSING: Microsoft XML, version 2.0 (Microsoft XML, v6.0 should already be selected. If not, then select that.)

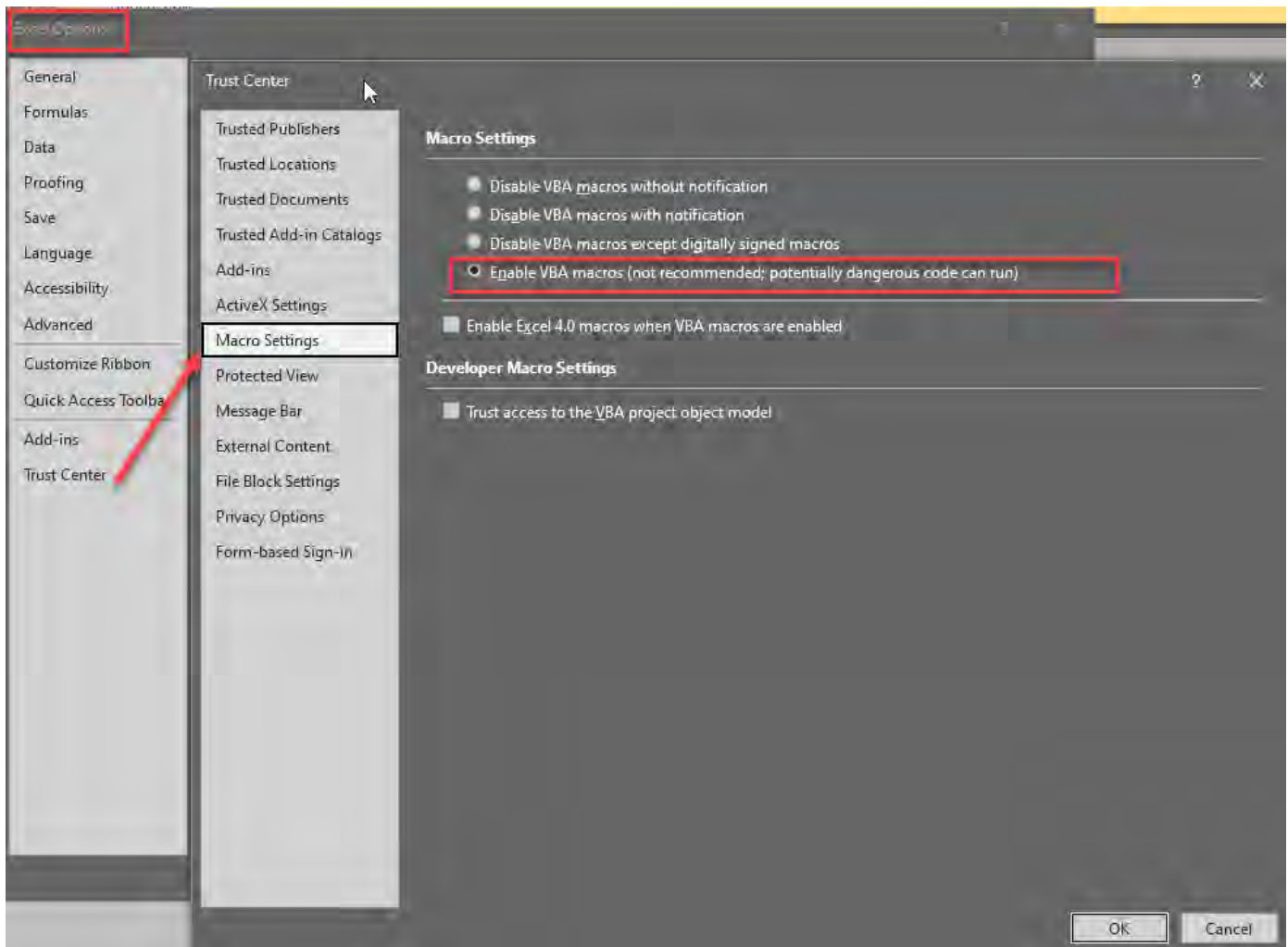


Save your work. Close the Visual Basic Editor.

II. Excel is freezing, unresponsive, or macro buttons are not working.

Resolution 3: Check Macro security settings.

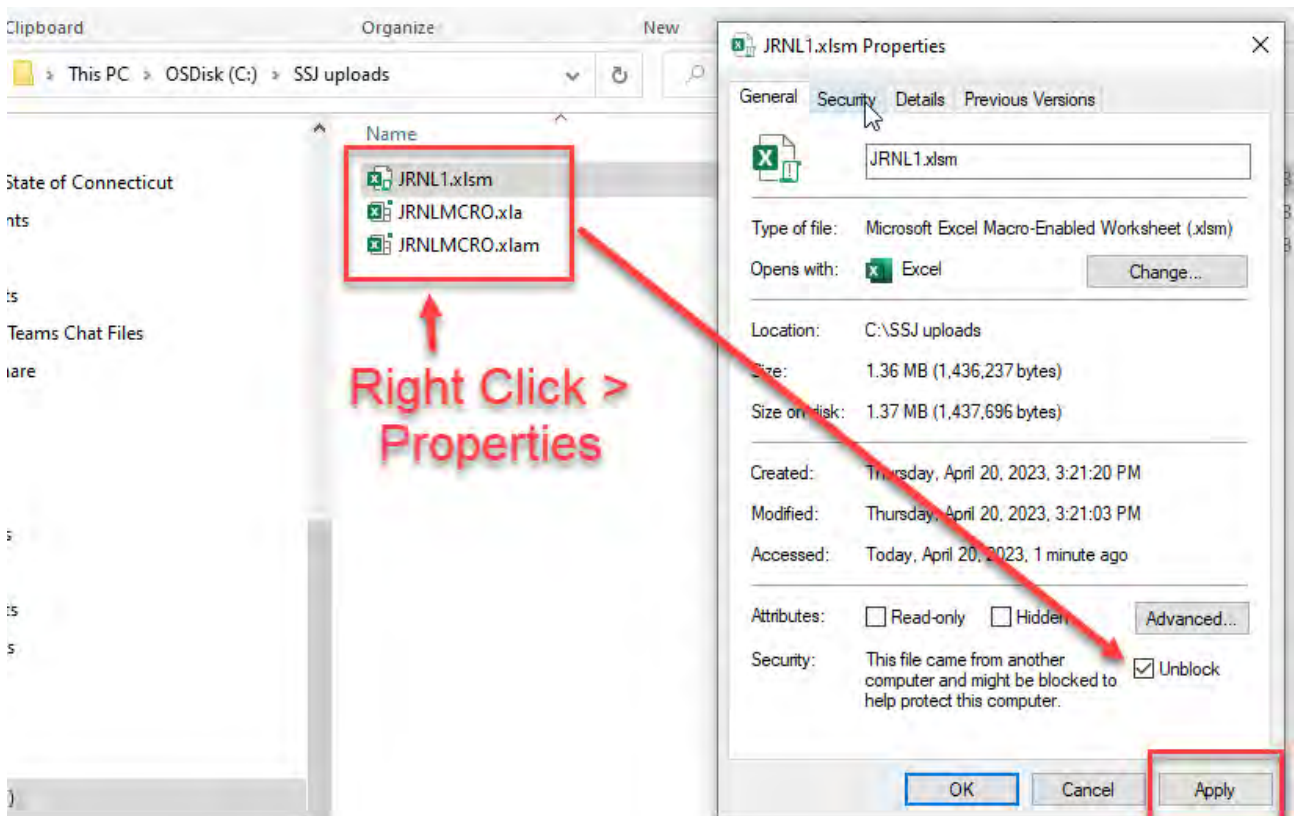
Confirm under Files > Options that Macros are not disabled.



Resolution 5: Unblock Excel workbook and Macro files in File Explorer.

After downloading or moving the Excel files, make sure the files are Unblocked.

Right click each file > Properties > check off Unblock > Apply

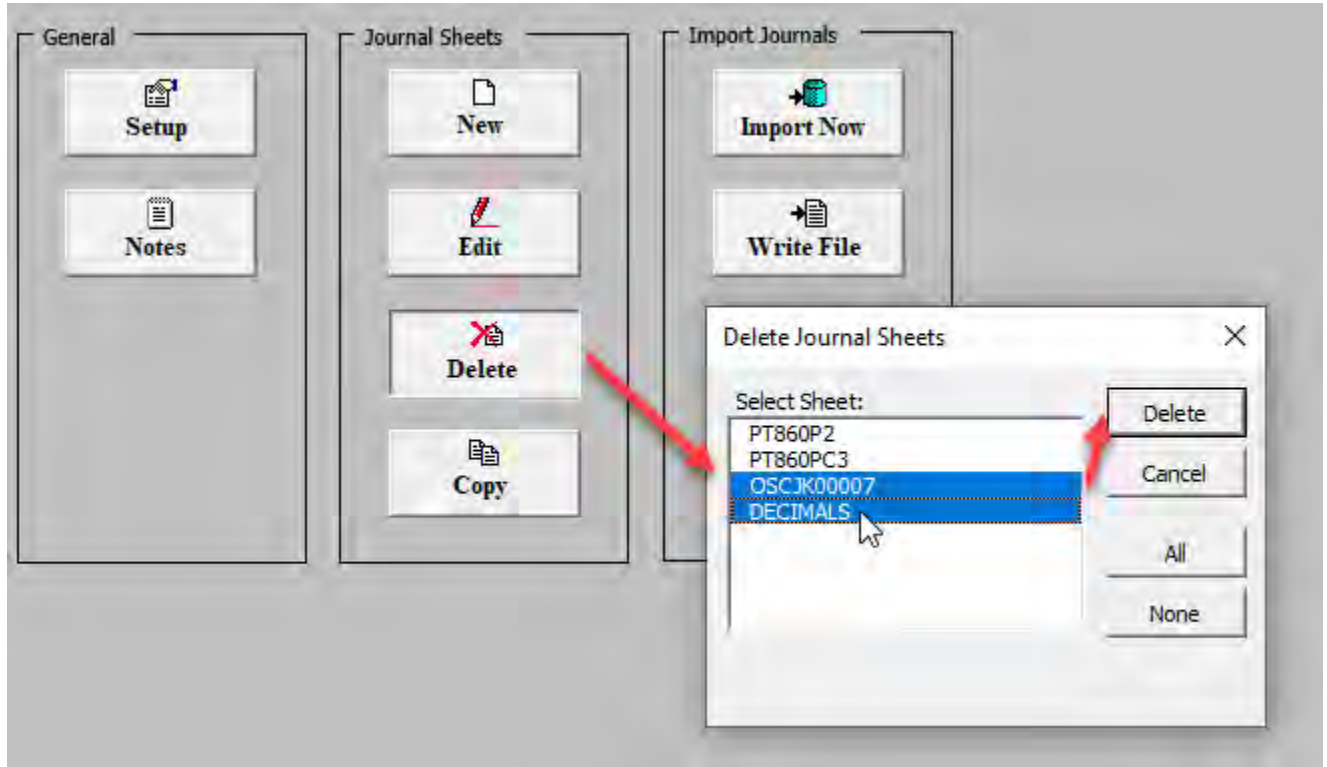


III. SSJ Spreadsheet journal takes a long time to load, memory errors, freezing.

Resolution 6: Macro Enabled workbook file size has become too large. Delete old outputs files.

Name	Date modified	Type	Size
JRNLMCRO.xlam	4/20/2023 3:21 PM	Microsoft Excel Macro-Enabled Worksheet	1,403 KB
JRNLMCRO.xla	4/20/2023 3:21 PM	Microsoft Excel Add-In	433 KB
JRNLMCRO.xlam	4/20/2023 3:21 PM	Microsoft Excel Add-In	168 KB

Files larger than 20,000KB should have older output files deleted or archived



Resolution 7 (alternative to 6): Re-download GL or Budget tool and create a new version in a new folder.

Name	Date modified	Type	Size
FY 2022 SSJ	4/20/2023 3:32 PM	File folder	
FY 2023 SSJ	4/20/2023 3:32 PM	File folder	

If there are many large output files saved, re-downloading fresh in a new folder will reduce memory needed for Excel to run. This will eliminate program freezing.