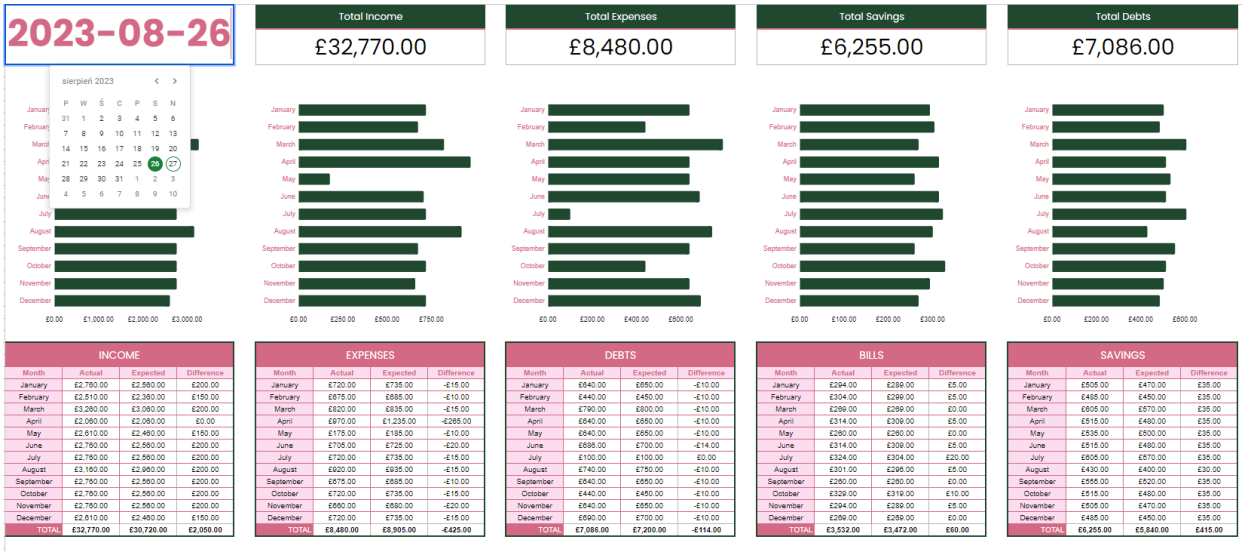
MAIN DASHBOARD

The entire "Main Dashboard" table is automatic (it retrieves information from other tables), it is very important not to edit any of the cells here, because they have specially entered formulas.



After double-clicking on the "2023" cell, a calendar pops up so that you can change the year to subsequent years (this is only possible in google sheet, because not every user in Excel has an additional plug-in that allows you to change the date).

Cells containing "Total Income", "Total Expenses", "Total Savings", "Total Debts" are added up automatically and cannot be edited. Same with all five graphs, they are created automatically.

BILL BY CALENDAR

Number	Due Date	Description
1	August 1	Internet
2	August 3	Netflix
3	August 3	Car
4	August 7	Birthday gift
5	August 8	Groceries
6	August 9	Restaurant
7	August 10	Dog food
8	August 11	Laundry
9	August 12	Clothes
10	August 9	#1
11	August 10	#2
12	August 11	#3
13	August 12	#4
14	August 13	#5
15	August 14	#6
16	August 15	#7
17	August 1	Youtube
18	August 1	Spotify
19	August 1	Car loan
20	August 1	Cleaner
21	August 1	Clothes
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		

Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday
August 1	August 2	August 3	August 4	August 5	August 6	August 7
Internet ☐	☐	~~Netflix~~ ☑	☐	☐	☐	Birthday gift ☐
Youtube ☐	☐	Car ☐	☐	☐	☐	☐
Spotify ☐	☐	☐	☐	☐	☐	☐
Car loan ☐	☐	☐	☐	☐	☐	☐
Cleaner ☐	☐	☐	☐	☐	☐	☐
Clothes ☐	☐	☐	☐	☐	☐	☐
August 8	August 9	August 10	August 11	August 12	August 13	August 14
Groceries ☐	~~Restaurant~~ ☑	Dog food ☐	Laundry ☐	Clothes ☐	#5 ☐	#6 ☐
☐	#1 ☐	#2 ☐	#3 ☐	#4 ☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
August 15	August 16	August 17	August 18	August 19	August 20	August 21
~~#7~~ ☑	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
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August 22	August 23	August 24	August 25	August 26	August 27	August 28
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
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☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
August 29	August 30	August 31	September 1	September 2	September 3	September 4
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
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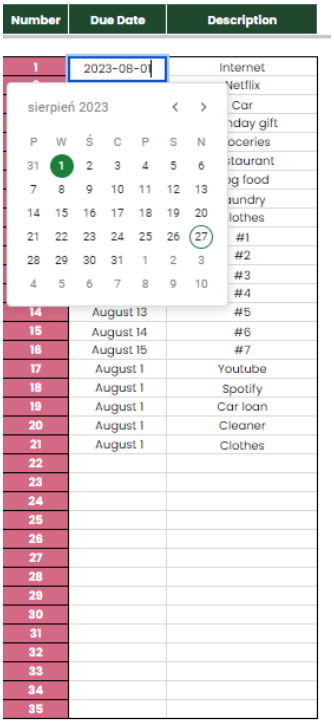
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐

In this array, you can only enter data in the first table. Under the "Due Date" column, after double-clicking, you will see a calendar where you can select a date. Then, in the "Description" column, enter what it concerns. All information that you enter in this table will automatically appear in the calendar next to it (do not enter any data manually into the calendar).



Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday
August 1	August 2	August 3	August 4	August 5	August 6	August 7
Internet ☐	☐	~~Netflix~~ ☑	☐	☐	☐	Birthday gift ☐
Youtube ☐	☐	Car ☐	☐	☐	☐	☐
Spotify ☐	☐	☐	☐	☐	☐	☐
Car loan ☐	☐	☐	☐	☐	☐	☐
Cleaner ☐	☐	☐	☐	☐	☐	☐
Clothes ☐	☐	☐	☐	☐	☐	☐
August 8	August 9	August 10	August 11	August 12	August 13	August 14
Groceries ☐	~~Restaurant~~ ☑	Dog food ☐	Laundry ☐	Clothes ☐	#5 ☐	#6 ☐
☐	#1 ☐	#2 ☐	#3 ☐	#4 ☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
August 15	August 16	August 17	August 18	August 19	August 20	August 21
~~#7~~ ☑	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
August 22	August 23	August 24	August 25	August 26	August 27	August 28
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
August 29	August 30	August 31	September 1	September 2	September 3	September 4
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐
☐	☐	☐	☐	☐	☐	☐

In this part of the calendar, you can only tick off bills that have already been paid, and they will automatically be crossed out as a completed task.

By clicking on the first cell of the calendar (Here -> "August 1") a calendar will pop up, where you can choose the day you want the calendar to start on. In the example, August 27 is selected and you can see that the rest of the days automatically refresh themselves.

August 27	August 28	August 29	August 30	August 31	September 1	September 2
		☑				
September 3	**September 4**	**September 5**	**September 6**	**September 7**	**September 8**	**September 9**
	☑					
September 10	**September 11**	**September 12**	**September 13**	**September 14**	**September 15**	**September 16**
☑						
September 17	**September 18**	**September 19**	**September 20**	**September 21**	**September 22**	**September 23**
September 24	**September 25**	**September 26**	**September 27**	**September 28**	**September 29**	**September 30**

TRANSACTION TRACKER

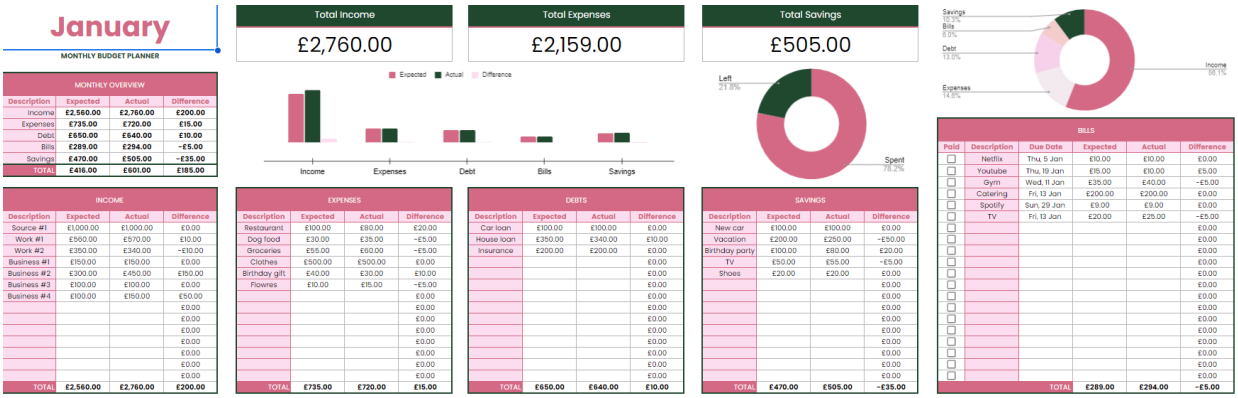
TRANSACTION TRACKER

TRANSACTION	
Category	Amount total
Food	$140.00
Restaurant	$100.00
Birthday	$50.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00
	$0.00

TRACKER			
Date	Transaction	Amount	Description
2023-08-17	Restaurant	$100.00	
2023-08-03	Birthday	$50.00	
2023-08-23	Food	$100.00	
2023-08-05	Food	$40.00	

This table represents the Transaction tracker. Under the "TRANSACTIONS" field, you can enter all possible types of transactions. In the "TRACKER" table, under the "Transactions" cell, after clicking on the red arrow, all the possibilities that have been entered into the "TRANSACTION" table will appear. If we enter the same category into the "TRACKER" table twice, the amount will be summed up and the sum will appear under the "Amount total" cell. It is important not to edit the dark pink cells (that's just "Amount total") and graphs, they are created automatically.

MONTHLY BUDGET PLANNER X 12



MONTHLY OVERVIEW

Description	Expected	Actual	Difference
Income	£2,560.00	£2,760.00	£200.00
Expenses	£735.00	£720.00	£15.00
Debt	£650.00	£640.00	£10.00
Bills	£289.00	£294.00	-£5.00
Savings	£470.00	£505.00	-£35.00
TOTAL	£416.00	£601.00	£185.00

INCOME

Description	Expected	Actual	Difference
Source #1	£1,000.00	£1,000.00	£0.00
Work #1	£560.00	£570.00	£10.00
Work #2	£350.00	£340.00	-£10.00
Business #1	£150.00	£150.00	£0.00
Business #2	£300.00	£450.00	£150.00
Business #3	£100.00	£100.00	£0.00
Business #4	£100.00	£150.00	£50.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
TOTAL	£2,560.00	£2,760.00	£200.00

EXPENSES

Description	Expected	Actual	Difference
Restaurant	£100.00	£80.00	£20.00
Dog food	£30.00	£35.00	-£5.00
Groceries	£55.00	£60.00	-£5.00
Clothes	£500.00	£500.00	£0.00
Birthday gift	£40.00	£30.00	£10.00
Flowres	£10.00	£15.00	-£5.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
TOTAL	£735.00	£720.00	£15.00

DEBTS

Description	Expected	Actual	Difference
Car loan	£100.00	£100.00	£0.00
House loan	£350.00	£340.00	£10.00
Insurance	£200.00	£200.00	£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
TOTAL	£650.00	£640.00	£10.00

SAVINGS

Description	Expected	Actual	Difference
New car	£100.00	£100.00	£0.00
Vacation	£200.00	£250.00	-£50.00
Birthday party	£100.00	£80.00	£20.00
TV	£50.00	£55.00	-£5.00
Shoes	£20.00	£20.00	£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
			£0.00
TOTAL	£470.00	£505.00	-£35.00

BILLS

Paid	Description	Due Date	Expected	Actual	Difference
☐	Netflix	Thu, 5 Jan	£10.00	£10.00	£0.00
☐	Youtube	Thu, 19 Jan	£15.00	£10.00	£5.00
☐	Gym	Wed, 11 Jan	£35.00	£40.00	-£5.00
☐	Catering	Fri, 13 Jan	£200.00	£200.00	£0.00
☐	Spotify	Sun, 29 Jan	£9.00	£9.00	£0.00
☐	TV	Fri, 13 Jan	£20.00	£25.00	-£5.00
☐					£0.00
☐					£0.00
☐					£0.00
☐					£0.00
☐					£0.00
☐					£0.00
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☐					£0.00
☐					£0.00
☐					£0.00
☐					£0.00
☐					£0.00
☐					£0.00
	TOTAL		£289.00	£294.00	-£5.00

In this table, it is important not to edit the Entire "Monthly Overview", graphs" and cells (dark green) "Total Income", "Total Expenses", "Total Savings".

Tables -> INCOME, EXPENSES, DEBTS, SAVINGS

You can enter data under the columns: Description, Expected, Actual. Do not change the cell under the Difference column or the TOTAL cells that contain bold text, as they have specially entered formulas.

Table -> BILLS

Paid column: you can check off already paid bills.

You can change Description, Expected, Actual columns. Do not change the cell under the Difference column or the TOTAL cells that contain bold text, as they have specially entered formulas.

After double-clicking on the cell under the Due Date column, a calendar will pop up where you can choose the date of repayment of the bill.