

Manual

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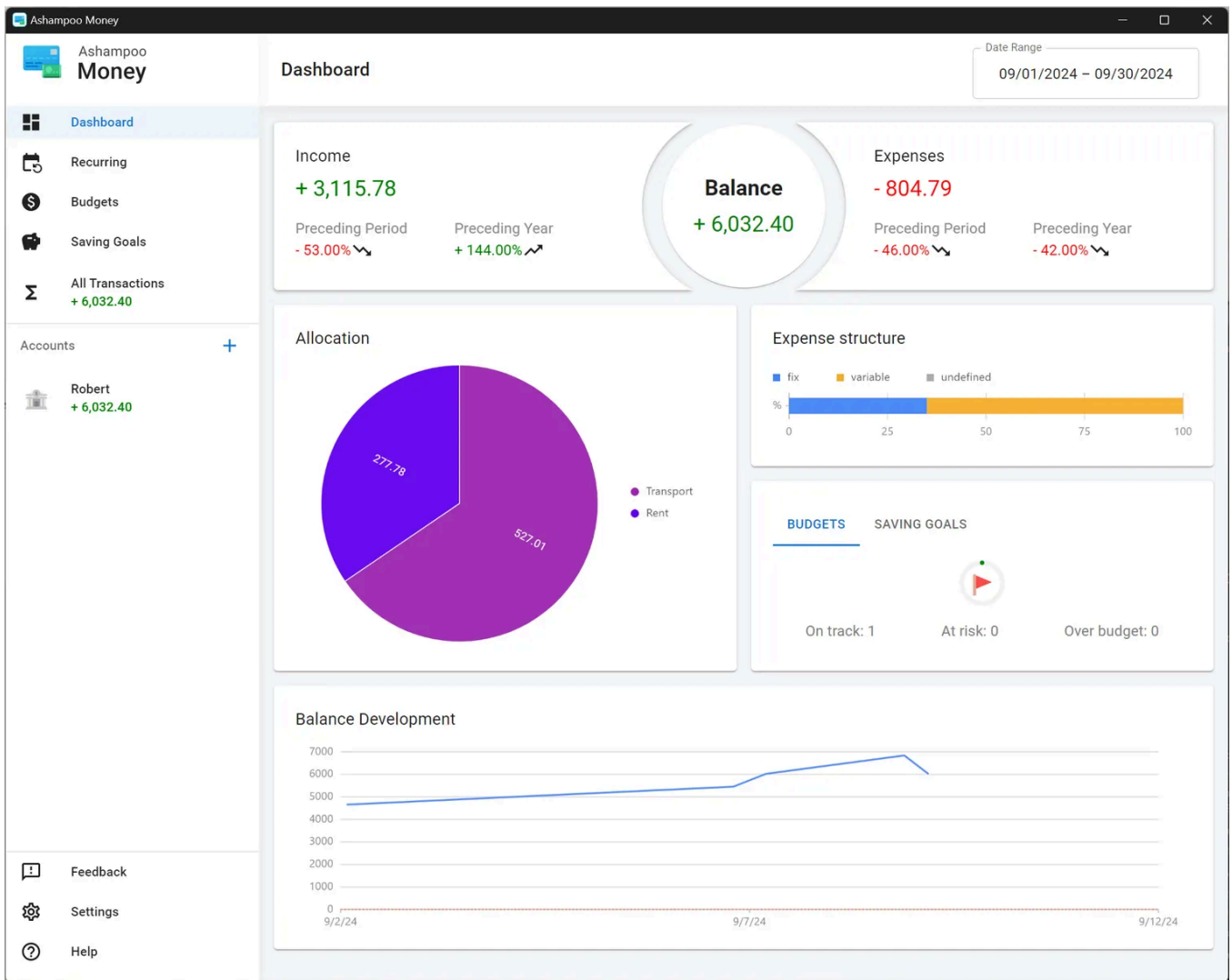
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Ashampoo Money relies on you to input your transactions e.g., grocery purchases, manually. We encourage you to make it a habit to add them as soon as possible to keep your data up to date. This practice will also further raise your awareness of your finances and spending habits.

Aside from local accounts, you can also link Shampoo Money with external bank accounts to view their transactions in the program. At present, you cannot add transactions to accounts linked with external bank accounts.

1. Dashboard

The dashboard provides an overview of all transactions for the currently selected account. If you haven't added an account yet, click "Add" to add one now.



"Date Range" allows you to adjust the timespan. Hover your mouse over the individual segments under "Allocation" to display the corresponding amounts in absolute figures. Hover the mouse over "Balance Development" to display the total sum for the affected time.

2. Recurring

Ashampoo Money

Dashboard

Recurring

Budgets

Saving Goals

All Transactions
+ 6,032.40

Accounts +

Robert
+ 6,032.40

Feedback

Settings

Help

Recurring

Date Range
09/01/2024 - 09/30/2024

Account	Start	End	Frequency	Reason	Amount	Actions
No rows						

+ ADD NEW RECURRING

You can review recurring transactions e.g., rental payments, here. Click "Add New Recurring" to add transactions.

The screenshot shows the Ashampoo Money application window. The title bar reads 'Ashampoo Money'. The main window has a sidebar on the left with navigation options: Dashboard, Recurring (selected), Budgets, Saving Goals, All Transactions (+6,032.40), and Accounts (+). The Accounts section shows 'Robert' with a balance of +6,032.40. At the bottom left, there are links for Feedback, Settings, and Help. The main area is titled 'Recurring' and shows a table with columns: Account, Start, End, Frequency, Reason, Amount, and Actions. A date range '09/01/2024 - 09/30/2024' is displayed in the top right. A 'Create Transaction' dialog box is centered on the screen, containing the following fields: Type* (Expense), Account*, Amount* (-), Frequency (Every 1. month on the 9.), Start (09/09/2024), End, Category* (General), Reason, Receiver, IBAN, and Note. There are 'CANCEL' and 'SAVE' buttons at the bottom of the dialog. A '+ ADD NEW RECURRING' button is located at the bottom center of the main window.

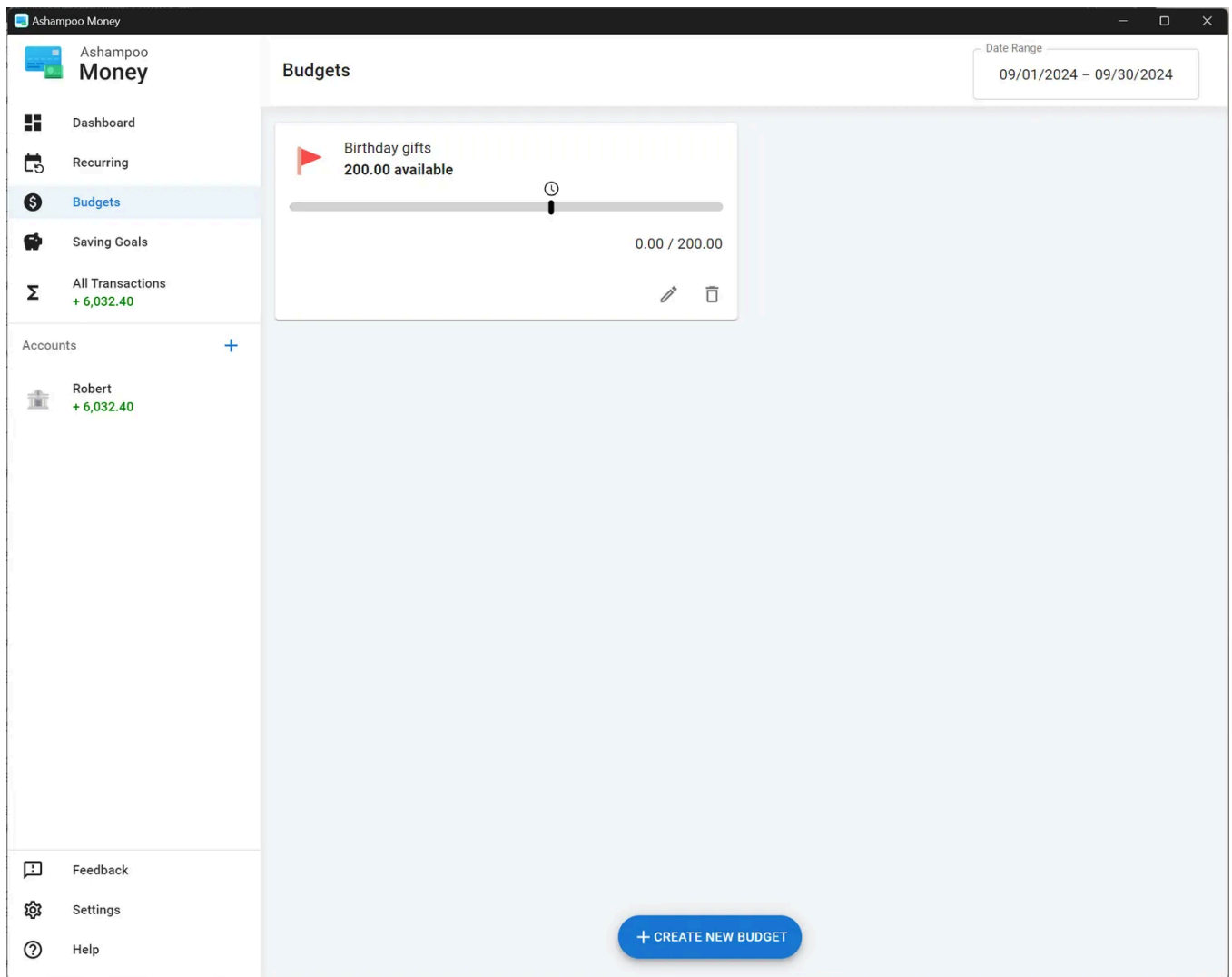
Then, fill in the required information.

3. Budgets / Saving Goals

These features allow you to create fiscal goals limited in time and amount e.g., to save up a fixed amount every month.

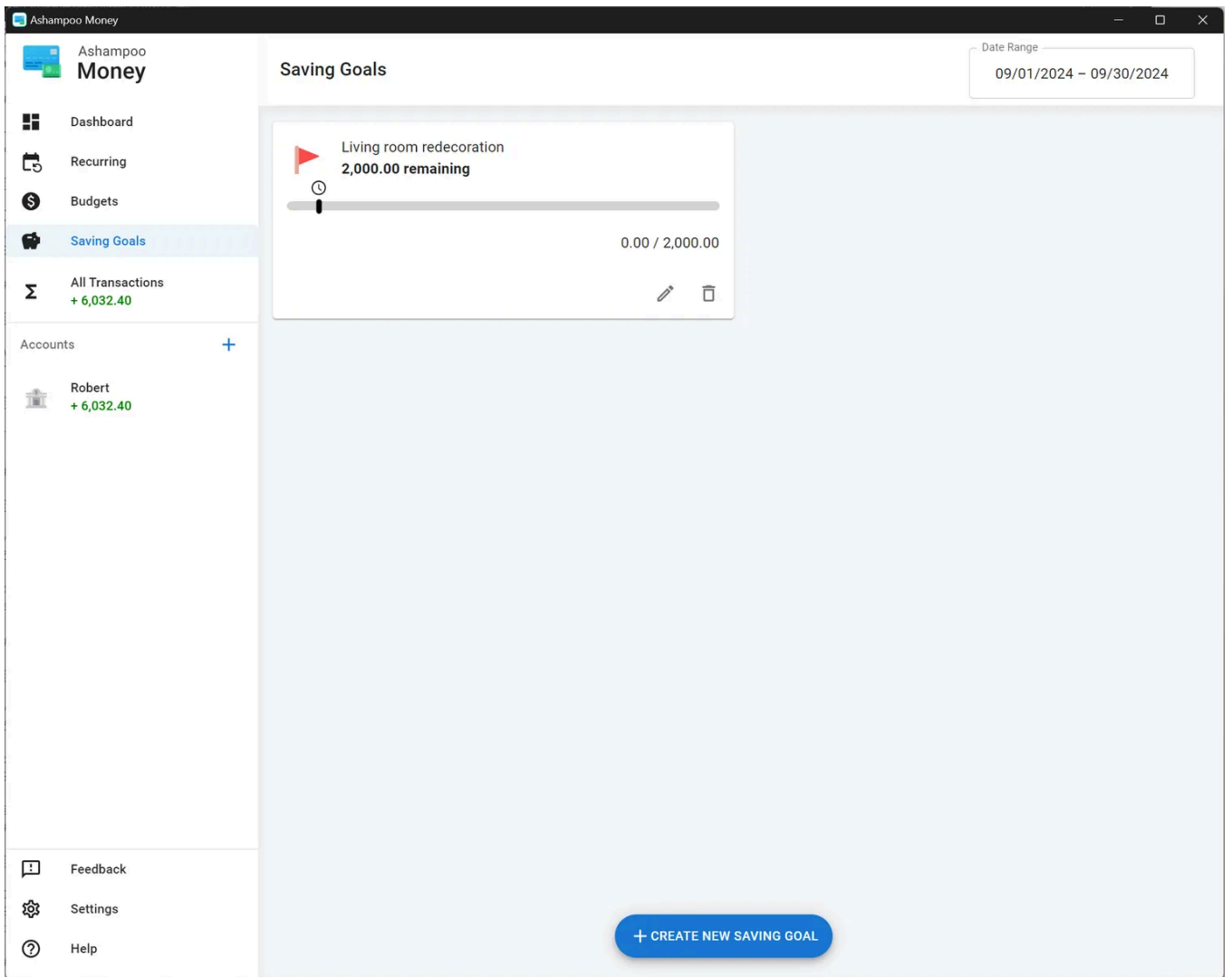
Transactions that use the account and category associated with a budget or savings target will be auto-applied.

Budgets



Use this feature to create a time and purpose-limited budget. The expired/remaining time will be displayed as a timeline with a marker for the current date.

Saving Goals



Use this feature to create time and purpose-limited savings targets. The expired/remaining time will be displayed as a timeline with a marker for the current date.

4. All Transactions

Ashampoo Money

Dashboard
Recurring
Budgets
Saving Goals

All Transactions
+ 6,032.40

Accounts
Robert
+ 6,032.40

Feedback
Settings
Help

Transactions

Date Range: 09/01/2024 - 09/30/2024

COLUMNS DENSITY EXPORT

Account	Date	Sender/Receiver	Reason	Category	Amount	Actions
	9/9/24	America Stra...	Unde odit maiores dolores esse. Conse... Sunt error doloremque nam hic et ut. Quaerat ...	Transport	- 527.01	
	9/9/24	Cyrus Spinka	Et id doloremque aliquam consequatur ... Expedita velit qui. Dicta qui a aspernatur nulla...	Rent	- 277.78	
	9/8/24	Morgan Rau	Quod ratione pariatur sed repudiandae ... Veritatis omnis veniam cupiditate dolore eius...	Rent	+ 814.83	
	9/7/24	Nadia Witting	Suscipit possimus delectus. Harum vol... Qui hic enim sint quia eveniet. Corporis venia...	Shopping	+ 569.25	
	9/6/24	Edwina Gibson	Cumque deserunt id sequi modi invento... Reiciendis veritatis illo ratione provident. Expl...	Salary	+ 798.69	
	9/2/24	Tomas Robel	Non rem et minus aut atque. Sint hic sin... Dolorem modi voluptas molestiae. Sapiente v...	Transport	+ 933.01	

+ INCOME - EXPENSE → TRANSFER

This section is the core of Ashampoo Money. It lists all transactions across available accounts and allows you to add your outgoing and incoming payments. Use the top settings to filter the list for individual entries. Click a column label to sort the table accordingly. Use the bottom buttons to add transactions.

At present, you can only add transactions to local accounts.

4.1 Custom table views

The controls above the table allow you to customize the table view.

Columns

Find column

Column title

Account

Date

Sender/Receiver

Reason

Category

Amount

Actions

HIDE ALL SHOW ALL

Use the toggle buttons to show/hide individual columns and the text field to search for column labels.

Density

Compact

Standard

Comfortable

These settings affect the spacing/padding between the table rows.

Export

Use this button to export the current entries as a local Excel file.

5. Accounts

The screenshot displays the 'Ashampoo Money' interface. On the left, a sidebar contains navigation options: Dashboard, Recurring, Budgets, Saving Goals, Accounts (with a '+' icon), Feedback, Settings, and Help. The 'Accounts' section shows 'Robert' with a balance of +6,032.40. The main area is titled 'Transactions' and shows a table of transactions for the date range '09/01/2024 - 09/30/2024'. The table has columns for Date, Sender/Receiver, Reason, Category, Amount, and Actions. Below the table are buttons for '+ INCOME', '- EXPENSE', and '← TRANSFER'. A cogwheel icon in the top right of the table area allows for settings modification.

Date	Sender/Receiver	Reason	Category	Amount	Actions
9/9/24	America Stracke	Unde odit maiores dolores esse. Consequunt... Sunt error doloremque nam hic et ut. Quaerat repelle...	Transport	- 527.01	✎ 🗑
9/9/24	Cyrus Spinka	Et id doloremque aliquam consequatur esse f... Expedita velit qui. Dicta qui a aspernatur nulla quisq...	Rent	- 277.78	✎ 🗑
9/8/24	Morgan Rau	Quod ratione pariatur sed repudiandae ea quo... Veritatis omnis veniam cupiditate dolore eius. Imped...	Rent	+ 814.83	✎ 🗑
9/7/24	Nadia Witting	Suscipit possimus delectus. Harum voluptatu... Qui hic enim sint quia eveniet. Corporis veniam reru...	Shopping	+ 569.25	✎ 🗑
9/6/24	Edwina Gibson	Cumque deserunt id sequi modi inventore. Qu... Reiciendis veritatis illo ratione provident. Explicabo q...	Salary	+ 798.69	✎ 🗑
9/2/24	Tomas Robel	Non rem et minus aut atque. Sint hic sint arch... Dolorem modi voluptas molestiae. Sapiente voluptat...	Transport	+ 933.01	✎ 🗑

You can review all transactions for the currently selected account here and apply the same settings and filters as in [All Transactions](#). Click the cogwheel icon to modify the settings for the current account or to delete it. Use the bottom buttons to add transactions.

At present, you can only add manual transactions to local accounts.

Export / Import

Use these buttons to export the current entries as a local Excel file or import an existing data file.

5.1 New Bank Connection

Ashampoo Money can display transactions from external bank accounts directly in the program. Authentication takes place in your default web browser and your data will be applied to the program at the end of the process.

Communication between web browser and Shampoo Money may be affected by installed browser extension. In these instances, copy the URL from the address bar and paste it into an extension-free browser window and continue the authentication process.

You can manage external bank connections in the program settings under [bank connections](#).

6. Feedback

Click the button to access our feedback portal and to give us your ideas and suggestions. Your feedback will help us to improve the application and to tailor it to your needs.

7. Settings

General

The current program version is displayed here. Enable "Send Analytics" to provide us with anonymous data about the way you use the program. Your data will help us to further improve the program.

Categories

Use the bottom button to create new categories and the buttons behind entries to edit/delete them.

Data backup

You can export your data to a local file here and import existing data files.

Bank connections

Manage existing and add new external bank connections here.

At present, you cannot add transactions to accounts linked with external bank accounts.