

# Bulk Edit - Change Exchange Name

With the "Bulk Edit" function you can quickly change the exchange name for several transactions at once.



Before making any major changes in your account we recommend creating a backup of your account.  
You can create a backup here: [cointracking.info/backup\\_trades.php](https://cointracking.info/backup_trades.php)

**1**

Navigate to [cointracking.info/enter\\_coins.php](https://cointracking.info/enter_coins.php)

**2**

Click on "Bulk Edit/Delete"

## Enter Coins

Enter here all your trades. You can either enter them manually or choose one of the exchange imports.

New	Edit	Duplicate	Delete	Bulk Edit/Delete	Export			
	Type	Buy	Cur.	Sell	Cur.	Fee	Cur.	Exchar
<input type="checkbox"/>	Trade	0.99000000	BTC	500.00000000	USD	0.01000000	BTC	Binance
<input type="checkbox"/>	Spend			0.20100000	BTC	0.00100000	BTC	Binance
<input type="checkbox"/>	Withdrawal			1.00100000	BTC	0.00100000	BTC	Wallet A
<input type="checkbox"/>	Deposit	1.00000000	BTC					Wallet B

### 3 Click on "Bulk Edit"

The screenshot shows the CoinTracking web application. The main header includes the logo and navigation links: Dashboard, Reporting, Enter Coins, and Charts. On the left, there's a sidebar with 'Enter Coins' and a table of transactions. The 'Bulk Edit' modal is open, titled 'Bulk Edit transactions for user "Cointracking-Support"'. It contains instructions and a list of transaction categories with toggle switches. An orange circle highlights the 'Bulk Edit' tab.

**Bulk Edit transactions for user "Cointracking-Support"**

Use this function to delete transactions by exchange or to delete all transactions.  
Use the optional conditions to delete selected transactions by date of transaction or by import date.

- ☐ delete all transactions (14904 entries)
- ☐ delete only **Binance** transactions (14789 entries)
- ☐ delete only **Binance Earn** transactions (6 entries)
- ☐ delete only **Bitfinex** transactions (35 entries)
- ☐ delete only **Bitpanda** transactions (36 entries)
- ☐ delete only **BSC 2** transactions (6 entries)
- ☐ delete only **BTC Transaction** transactions (2 entries)

### 4 Enter the new exchange name.

The screenshot shows the 'Bulk Edit trades for user "Cointracking-Support"' modal. It includes instructions and a 'Conditions' section. The 'New Exchange name' field is highlighted with an orange circle. The 'Conditions' section has several dropdown menus for filtering trades.

**Bulk Edit trades for user "Cointracking-Support"**

Use this function for mass processing your trades or to adjust the time zones.  
Be careful with this function as it can overwrite all your trade information.  
If you're unsure, create a [backup](#) first or use the trade table to manually edit your trades.

New Exchange name:

Change Exchange into

**Conditions:**

- Where **Exchange** is equal
- And **Trade Group** is equal
- And **Trade Type** is equal
- And **Start Date** is greater
- And **End Date** is smaller

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Select the exchange name you want to change. Additionally, you can set different conditions.

**Bulk Edit trades for user "Cointracking-Support"**

Use this function for mass processing your trades or to adjust the time zones.  
Be careful with this function as it can overwrite all your trade information.  
If you're unsure, create a [backup](#) first or use the trade table to manually edit your trades.

Change Exchange into

**Conditions:**

Where **Exchange** is equal

And **Trade Group** is equal

And **Trade Type** is equal

And **Start Date** is greater

And **End Date** is smaller

**Exchange Example:**  
Set the Exchange name to "Kraken" for all trades marked as Trade Group = "My Kraken Trades":

6

Click on "Find matching trades".

**Conditions:**

Where **Exchange** is equal

And **Trade Group** is equal

And **Trade Type** is equal

And **Start Date** is greater

And **End Date** is smaller

**Exchange Example:**  
Set the Exchange name to "Kraken" for all trades marked as Trade Group = "My Kraken Trades";  
-> Change Exchange into "Kraken" where Trade Group is equal "My Kraken Trades"

**Find matching trades**

- 7 Click on "Yes, update trades" to change the exchange name.

The screenshot shows the 'Enter Coins' interface on the left, which is dimmed. It includes a table with columns for 'Type' and 'Buy', and buttons for 'New', 'Edit', 'Duplicate', and 'Delete'. The table contains several rows of trade data, including 'Trade', 'Spend', 'Withdrawal', 'Deposit', and 'Withdrawal'.

On the right, a modal window is open with two tabs: 'Bulk Delete' and 'Bulk Edit'. The 'Bulk Edit' tab is active. The modal contains the following text:

Replace the **Exchange name** of 6 trades with "BSC3"?

Below this text are two buttons: a red button labeled "Yes, update 6 trades" and a grey button labeled "Cancel". The red button is highlighted with an orange circle.

Below the buttons, the modal has a section titled "Bulk Edit trades for user "Cointracking-Support"". It includes instructions: "Use this function for mass processing your trades or to adjust the time zones. Be careful with this function as it can overwrite all your trade information. If you're unsure, create a [backup](#) first or use the trade table to manually edit your trades."

Below the instructions, there is a form with a dropdown menu labeled "Change Exchange into" and a text input field labeled "New Exchange name:" containing the value "BSC3".

At the bottom of the modal, there is a section titled "Conditions:".

- 8 Click on "Back to your trades" to complete the process.

The screenshot shows the 'Enter Coins' interface on the left, which is dimmed. It includes a table with columns for 'Type' and 'Buy', and buttons for 'New', 'Edit', 'Duplicate', and 'Delete'. The table contains several rows of trade data, including 'Trade', 'Spend', 'Withdrawal', 'Deposit', and 'Withdrawal'.

On the right, a modal window is open with two tabs: 'Bulk Delete' and 'Bulk Edit'. The 'Bulk Edit' tab is active. The modal contains the following text:

6 Exchange names updated!

Below this text is a grey button labeled "Back to your trades", which is highlighted with an orange circle.

Below the button, the modal has a section titled "Bulk Edit trades for user "Cointracking-Support"". It includes instructions: "Use this function for mass processing your trades or to adjust the time zones. Be careful with this function as it can overwrite all your trade information. If you're unsure, create a [backup](#) first or use the trade table to manually edit your trades."

Below the instructions, there is a form with a dropdown menu labeled "Change Exchange into" and a text input field labeled "New Exchange name:" containing the value "BSC3".

At the bottom of the modal, there is a section titled "Conditions:". It includes a label "Where **Exchange** is equal" and a dropdown menu with the value "All exchanges".