

# Bulk Edit - Change Trade Group

With the "Bulk Edit" function you can quickly change the "Trade Group" 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	<b>Bulk Edit/Delete</b>	Export			
	Type	Buy	Cur.	Sell	Cur.	Fee	Cur.	Exch
<input type="checkbox"/>	Trade	0.99000000	BTC	500.00000000	USD	0.01000000	BTC	Binanc
<input type="checkbox"/>	Spend			0.20100000	BTC	0.00100000	BTC	Binanc
<input type="checkbox"/>	Withdrawal			1.00100000	BTC	0.00100000	BTC	Wallet
<input type="checkbox"/>	Deposit	1.00000000	BTC					Wallet
<input type="checkbox"/>	Withdrawal			1.00100000	BTC	0.00100000	BTC	Wallet

3 Click on the "Bulk Edit" tab.

The screenshot shows a modal window titled "Bulk Delete transactions for user 'Cointracking-Support'". It has two tabs: "Bulk Delete" and "Bulk Edit", with "Bulk Edit" being the active tab. The modal contains instructions: "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." Below the instructions are several toggle switches for deleting transactions by exchange: "delete all transactions (14904 entries)" (which is currently turned on), "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)", and "delete only BSC3 transactions (6 entries)".

4 From the dropdown menu, select "Change Trade Group into".

The screenshot shows a modal window titled "Bulk Edit trades for user 'Cointracking-Support'". It has two tabs: "Bulk Delete" and "Bulk Edit", with "Bulk Edit" being the active tab. The modal contains 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 is a dropdown menu labeled "Change Exchange into" with a checkmark icon, and a text input field for "New Exchange name:". Below this is a section titled "Conditions:" with several filter options: "Where Exchange is equal" (dropdown: "All exchanges"), "And Trade Group is equal" (dropdown: "All groups"), "And Trade Type is equal" (dropdown: "All Trade Types"), "And Start Date is greater" (calendar icon: "All trades"), and "And End Date is smaller" (calendar icon: "All trades" with a "Clear dates" button).

## 5 Enter the new trade group.

**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 Trade Group 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

## 6 Select the Trade Group 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 Trade Group 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

**Trade Group Example:**

Remove the Trade Group for all transactions marked as Trade Type = "Mining":  
-> Change Trade Group into *(leave empty)* where Trade Type is equal *"[In] Mining"*

## 7 Click on "Find matching trades".

Deposit 1.00000000

Withdrawal

Deposit 0.99800000

Other Fee

Spend

Trade 1.00000000

Other Fee

Showing 1 to 10 of 14,904 entries

Table View: Extended Inline Editing: On

Click on a logo to import your trades directly

Change Import:

**Conditions:**

Where **Exchange** is equal All exchanges

And **Trade Group** is equal Gebühr

And **Trade Type** is equal All Trade Types

And **Start Date** is greater All trades

And **End Date** is smaller All trades Clear dates

**Trade Group Example:**  
Remove the Trade Group for all transactions marked as Trade Type = "Mining":  
-> Change Trade Group into (leave empty) where Trade Type is equal "[In] Mining"

Find matching trades

## 8 Click on "Yes, update trades" to change the trade group.

Trade 0.99000000

Spend

Withdrawal

Deposit 1.00000000

Withdrawal

Deposit 0.99800000

Other Fee

Spend

Trade 1.00000000

Other Fee

Bulk Delete Bulk Edit

Replace the **Trade Group** of 20 trades with "**Spend**"?

Yes, update 20 trades Cancel

**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 Trade Group:

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

The screenshot shows a trading interface with a modal window open. The modal has two tabs: "Bulk Delete" and "Bulk Edit". The "Bulk Edit" tab is active, displaying a green message: "20 Trade Groups updated!". Below this message is a button labeled "Back to your trades", which is highlighted with an orange circle. The modal also contains a section titled "Bulk Edit trades for user 'Cointracking-Support'" with 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." At the bottom of the modal, there is a dropdown menu labeled "Change Exchange into" and a text input field labeled "New Exchange name:".

Type	Buy	Cur.	Sell	Cur.	Fee	Cur.	Exchange
Trade	0.99000000	BTC	500.00000000	USD	0.01000000	BTC	Binance
<b>Spend</b>							
<b>Withdrawal</b>							
Deposit	1.00000000						
<b>Withdrawal</b>							
Deposit	0.99800000						
<b>Other Fee</b>							
<b>Spend</b>							
Trade	1.00000000						
<b>Other Fee</b>							