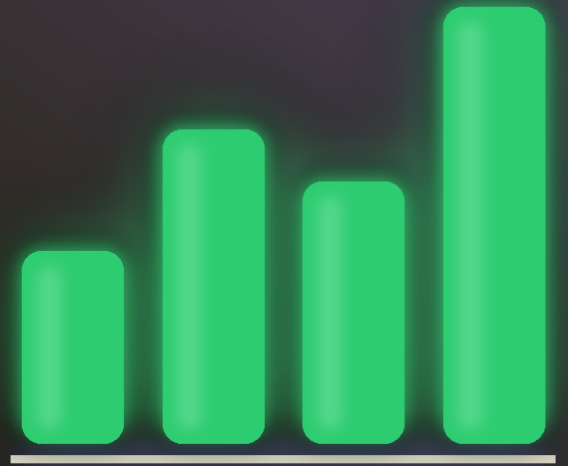




Daftarche

Your own account book



See where your money goes. Daftarche reads the statements you download from your bank, sorts every purchase into categories, and shows it all in clear charts — privately, on your own computer.

User Guide

for version 0.25.0

What's inside

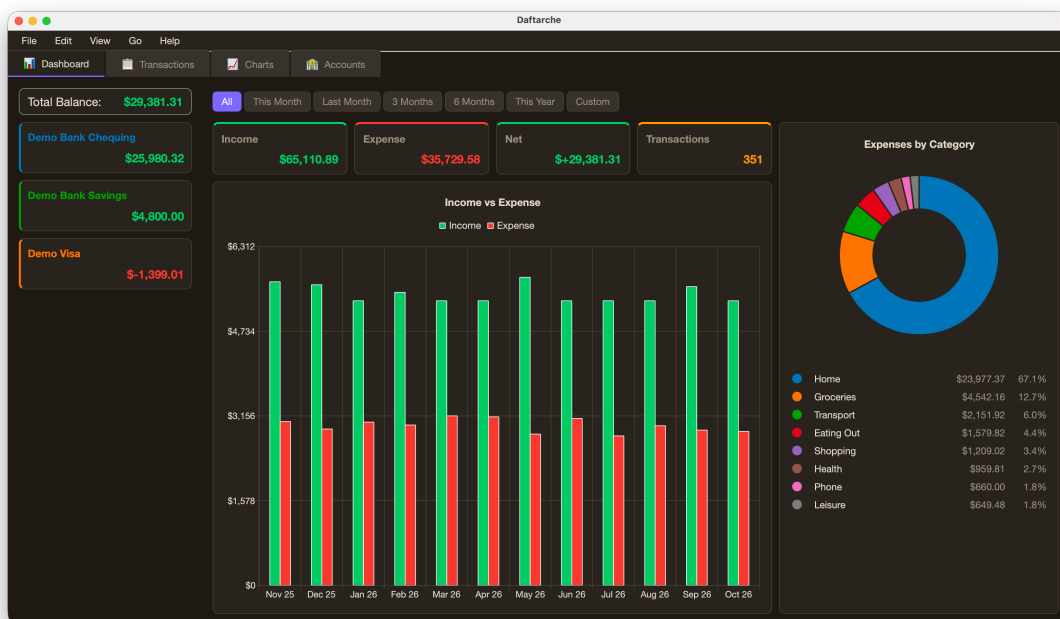
Read the first three chapters to get going. The rest is there when you need it.

1	Welcome What Daftarche does, and what it keeps private	3
2	Getting started Install it, open it, and look around	5
3	Bringing in your bank statements Download a statement, import it, and let Daftarche sort it	6
4	Sorting your money Categories, shops, rules that learn, and the To Review list	8
5	The four tabs Dashboard, Transactions, Charts and Accounts, one by one	10
6	Moving money between your accounts Transfers, credit card payments and savings	13
7	Special cases Refunds, one payment in several categories, money lent to friends	14
8	Making it yours Your categories, accounts and tags; colours, font and theme	15
9	Your data and backups Where everything is kept, and how to get it back	16
10	Keeping Daftarche up to date New versions in one click	17
11	Shortcuts and answers The keys worth knowing, and common questions	18

1 Welcome

What Daftarche does, and what it keeps private.

Daftarche (Persian for “*little account book*”) helps you see where your money goes. You download your bank statements, Daftarche reads them, and every purchase, pay cheque and transfer ends up in one place, sorted into categories you choose: groceries, rent, eating out, salary, and so on. Then the charts show you, month by month, what came in and what went out.



The Dashboard: your accounts on the left, income and spending each month, and where the money went. (All screenshots in this guide show invented data.)

Three kinds of money

Everything in Daftarche is one of three kinds, and each has its own colour throughout the app:

- Income** Money that comes in: your salary, a refund from the government, a gift.
- Expense** Money you spend: groceries, rent, a coffee. A refund from a shop is a *negative* expense, so it lowers what you spent in that category.
- Transfer** Money that moves between your own accounts, such as paying off your credit card or putting money into savings. It is neither income nor spending.

Your data stays with you

Daftarche never connects to your bank and never sends your data anywhere. Everything is kept in a single file on your own computer, and Daftarche makes a backup copy of it every time it starts (Chapter 9 tells you where, and how to keep an extra copy somewhere safe).

You don't need to be good with numbers

Daftarche does the adding up for you. Your part is to tell it, once, what a shop is — “Maple Grocer is Groceries” — and it remembers that for every statement after.

2 Getting started

Install it, open it, and look around.

Install Daftarche

Daftarche needs Python 3.10 or newer on your computer. Then open the **Terminal** app and type:

```
pipx install daftarche
daftarche install-app
```

The first line installs Daftarche; the second puts it in your **Applications** folder with its own icon, so from then on you start it with a double-click, like any other app.

! No pipx yet?

`pip install daftarche` works as well. `pipx` is simply tidier: it keeps Daftarche separate from everything else on your computer.

A first look

When Daftarche opens you see four tabs along the top. You can switch between them with the mouse, or with the keys `⌘ 1` to `⌘ 4`.

Dashboard	The big picture: your balances, this month against the others, where the money went.
Transactions	Every single purchase and payment, to search, sort and correct.
Charts	Your spending by category over the months, as lines or bars.
Accounts	How the balance of each account changed, month by month.

The very first time, these tabs are empty: Daftarche has nothing to show yet. Chapter 3 brings in your first statement.

3 Bringing in your bank statements

Download a statement, import it, and let Daftarche sort it.

Daftarche learns about your money from the statements your bank lets you download. It reads statements in the **QFX** (or OFX) format, which most banks in Canada and the US offer.

Import a statement

- 1 On your bank's website, download the statement of an account as **QFX**, sometimes called "Quicken" or "Money" format. Pick the dates you want; a few months is a good start.
- 2 In Daftarche choose **File** › **Import Statement...** (⌘ I) and pick the file. You can also simply drag the file onto the Daftarche window.
- 3 A preview shows the transactions in the file. Daftarche recognises the account from the file, skips anything you imported before, and fills in the shop and category wherever it already knows them.
- 4 Press **Import New**. The new transactions appear in the Transactions tab.

i Several statements at once

Choose several files together (hold ⌘ while clicking them), or drag them all onto the window. Daftarche imports each into its own account, and a transaction that appears in two statements is only counted once.

When Daftarche asks which account

The first time you import a statement from a new account, Daftarche does not know it yet and asks you to choose one. Pick an account from the list, or type a new name such as "*Chequing*" or "*Visa*". Daftarche remembers the choice: the next statement from the same account goes to the right place by itself.

! Check the balance

After an import Daftarche compares the balance your bank printed on the statement with its own sum. If they differ, some older transactions are probably missing. For a brand-new account it offers to add the difference as a *starting balance*, so the two agree from then on.

What happens to transactions it doesn't recognise

A transaction from a shop Daftarche has never seen gets no category yet. It is imported anyway and waits in the **To Review** list, which the next chapter explains. Nothing is lost and nothing is guessed behind your back.

4 Sorting your money

Categories, shops, rules that learn, and the To Review list.

Every transaction can have a **category** (Groceries), a **sub-category** (Bakery), a **merchant** (the shop or person: Sunrise Bakery), **tags** and a **note** of your own. You only have to set the category of a shop once: Daftarche turns that into a *rule* and uses it for every statement after.

The To Review list

Choose **View** › **To Review** (  R), press **Review** in the Transactions tab, or the **Review**  warning on the Dashboard. The table then shows only the income and spending that still has no category, expenses first. Each one you sort leaves the list, so the list gets shorter as you go. When it is empty, you're done.

Give a transaction its category

- 1 Right-click the transaction and choose **Edit Merchant / Category**, or double-click its Category cell.
- 2 Type or pick the **category** and **sub-category**. As you type, the list narrows to the names that contain your text; a name that doesn't exist yet shows a green **New** and is created when you press OK. Categories you used before for this shop are offered first.
- 3 Below, Daftarche shows the **rule** it will save: the words of the bank's description that identify this shop. Shorten them to what matters, for example just MAPLE GROCER.
- 4 Leave **Also apply the new rule to ... matching transactions** ticked, so every other transaction from the same shop is sorted at once. Then press OK.

Sort many at once

Select several rows (hold  or  while clicking) and right-click: **Bulk Edit Merchant / Category** gives all of them the same category in one go.

How rules decide

A rule matches when all its words appear in the bank's description as whole words, so a rule for ALI does not catch NATALIE. When several rules match, the most specific one wins. A rule can also set only the merchant and leave the category to you, which is useful for a shop where you buy many different things.

Tags and notes

Tags are labels that cut across categories, such as “*Vacation 2026*” or “*Work expense*”: right-click and choose **Add Tags**, type a new tag and press Enter to create it. A **note** is your own words about a transaction (“birthday present for Sara”): double-click the Note cell and type. Both can be searched and filtered.

5 The four tabs

Dashboard, Transactions, Charts and Accounts, one by one.

All four tabs have the same row of period buttons at the top: **All**, **This Month**, **Last Month**, **3 Months**, **6 Months**, **This Year** and **Custom**. Pick one to look at just that time.

Dashboard

The Dashboard is the page to open first. On the left: your **total balance** and each account. In the middle: income, spending and what is left (**Net**) for the period, and a bar for each month, green for income and red for spending. On the right: **where the money went**, by category. If something still needs sorting, a warning with **Review** appears.

Transactions

Date	Type	Account	Amount	Merchant	Category	Sub-Category	Tags	Name	Memo
Sun Oct 18, 2026	Expense	Demo Visa	\$55.00	Northern Mobile	Phone	Mobile Plan		NORTHERN MOBILE	
Sat Oct 17, 2026	Expense	Demo Visa	\$129.28	Maple Grocer	Groceries	Supermarket		MAPLE GROCER	
Fri Oct 16, 2026	Expense	Demo Visa	\$10.04	Sunrise Bakery	Groceries	Bakery		SUNRISE BAKERY	
Fri Oct 16, 2026	Expense	Demo Visa	\$8.23	Bean There Cafe	Eating Out	Coffee		BEAN THERE CAFE	
Thu Oct 15, 2026	Income	Demo Bank Chequing	\$2,650.00	Acme Research Ltd	Salary	Pay		ACME RESEARCH LTD	
Thu Oct 15, 2026	Expense	Demo Bank Chequing	\$75.00	FastNet	Home	Internet		FASTNET	
Mon Oct 12, 2026	Expense	Demo Bank Chequing	\$62.89	City Hydro	Home	Hydro		CITY HYDRO	
Sat Oct 10, 2026	Expense	Demo Visa	\$7.83	Bean There Cafe	Eating Out	Coffee		BEAN THERE CAFE	
Sat Oct 10, 2026	Expense	Demo Visa	\$7.11	Bean There Cafe	Eating Out	Coffee		BEAN THERE CAFE	
Sat Oct 10, 2026	Expense	Demo Visa	\$56.66	Hearth & Home	Shopping	Household		HEARTH & HOME	
Fri Oct 9, 2026	Expense	Demo Visa	\$35.35	Maple Grocer	Groceries	Supermarket		MAPLE GROCER	
Thu Oct 8, 2026	Expense	Demo Visa	\$31.50	Quick Cab	Transport	Taxi		QUICK CAB	
Thu Oct 8, 2026	Expense	Demo Visa	\$70.17	Lakeside Bistro	Eating Out	Restaurants		LAKESIDE BISTRO	
Wed Oct 7, 2026	Expense	Demo Visa	\$4.39	Bean There Cafe	Eating Out	Coffee		BEAN THERE CAFE	
Wed Oct 7, 2026	Expense	Demo Visa	\$54.57	Hearth & Home	Shopping	Household		HEARTH & HOME	
Mon Oct 5, 2026	Expense	Demo Visa	\$5.66	Bean There Cafe	Eating Out	Coffee		BEAN THERE CAFE	
Sat Oct 3, 2026	Expense	Demo Visa	\$113.57	Maple Grocer	Groceries	Supermarket		MAPLE GROCER	
Sat Oct 3, 2026	Expense	Demo Visa	\$104.23	Maple Grocer	Groceries	Supermarket		MAPLE GROCER	

Rows: 351

Income: \$65,110.89 Expense: \$35,729.58 Net: \$29,381.31 Transfer: \$12,878.38

The Transactions tab: filters on top, one line per transaction, and the totals at the bottom.

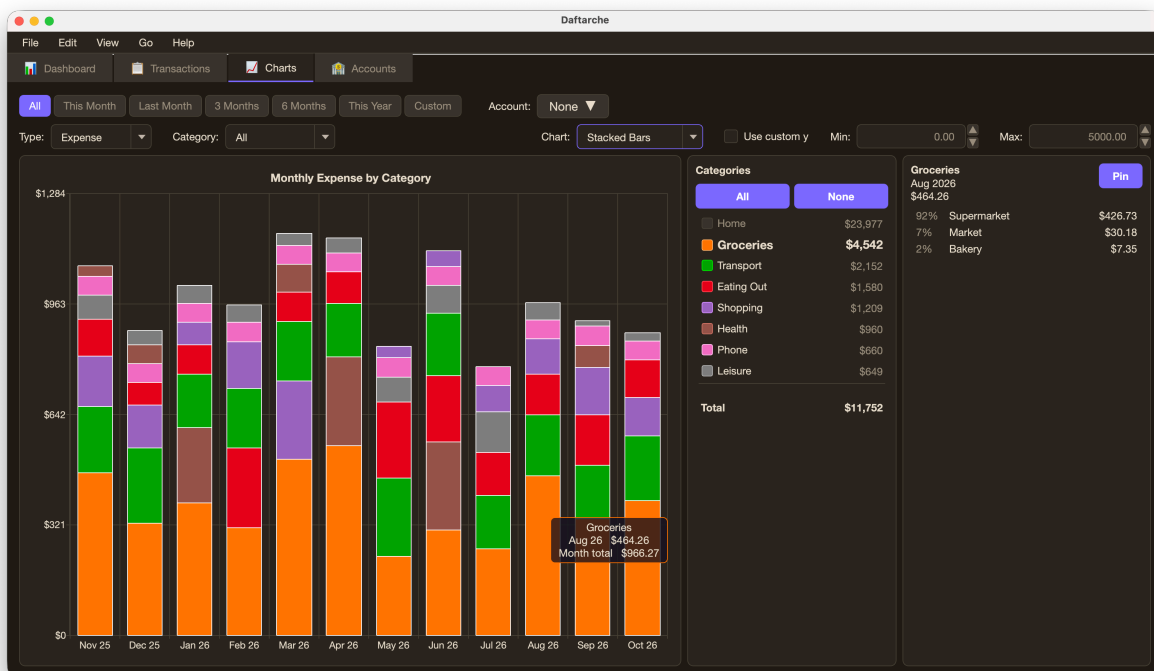
This is the full list. A few things worth knowing:

- **Search** in the box at the top right; the small filter icon at its end chooses which columns are searched. **⌘ F** jumps there.
- **Filter** by type, account, category, sub-category or tag with the boxes below the periods;

Reset clears them. The bar at the bottom always adds up what is shown.

- **Sort** by clicking a column header; drag a header to move the column, and **Columns** shows or hides columns.
- **Add** a transaction by hand (cash, say) with **Add** or ⌘ N.
- **Export** what is shown to Excel with **Export** or ⌘ E.
- **Right-click** a row to edit it, split it, tag it, copy it or delete it.

Charts



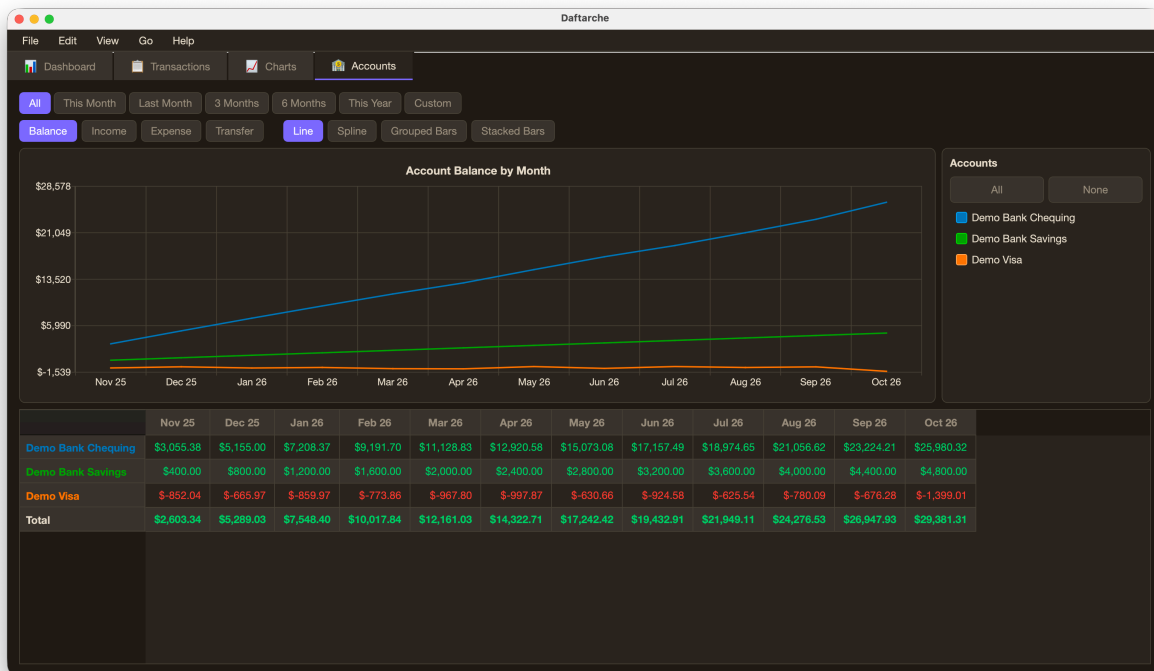
Charts: spending per month by category. Moving the mouse over Groceries shows what is inside it.

Charts shows one bar or line per category, month by month. Choose **Expense** or **Income** at the top, a single category if you like, and the kind of chart: Line, Spline, Grouped Bars, Stacked Bars or Donut. Tick and untick categories in the list on the right; the **Total** at its end follows your ticks.

i Look inside a category

Move the mouse over a category, in the list or on the chart, and the panel on the far right shows its sub-categories with their amounts. Click (or press **Pin**) to keep it there; press **Esc** to let go. Double-click a line in that panel to see those very transactions.

Accounts



Accounts: the balance of each account at the end of every month, as a chart and a table.

Accounts follows each account through the months. Choose **Balance** to see how much was in it, or **Income**, **Expense** or **Transfer** to see what went through it, and how to draw it. The table below gives the exact numbers. If you lent or borrowed money (Chapter 7), what you owe and what you are owed is shown under the accounts.

6

Moving money between your accounts

Transfers, credit card payments and savings.

When you pay your credit card from your chequing account, or put money into savings, the money does not leave you: it only moves. Daftarche calls this a **Transfer**, and keeps it out of your income and spending, so a card payment is not counted twice.

A transfer appears in *two* statements: as money out of one account and money into the other. Daftarche pairs the two sides by itself after each import. Pairs it could not complete are listed in **View › Unmatched Transfers...** (  ); usually the statement of the other account simply hasn't been imported yet. Once it is, press **Match Transfers** in the Transactions tab.

Internal transfers move money between two of your own accounts (paying the Visa, saving). **External** transfers go to or come from someone else's account (an e-transfer to a friend).

7 Special cases

Refunds, one payment in several categories, money lent to friends.

Refunds

When a shop gives money back, Daftarche records it as a *negative* expense in the category it was spent in, shown as a green **-\$30.00**. Your Shopping total then goes down by the refund instead of your income going up. Usually this happens by itself; to turn an income into a refund by hand, use **Counts as** in **Edit Merchant / Category**.

One payment, several categories

An \$80 order might be \$50 of cleaning supplies and \$30 of shampoo. Right-click it and choose **Split...**: add a part for each category with its amount (and a note if you like) until **Left: \$0.00**, then OK. The charts count each part in its own category. **Join Again** undoes it.

Money lent to friends and family

Lending \$200 to your brother is not spending, and getting it back is not income. Right-click the payment and choose **Make It a Loan...**, then pick the person. **View** › **Loans...** (  ) shows each person with what they owe you, or you owe them. Double-click a person to see their payments.

An old loan, from before your statements

In the Loans window, **Starting Balance...** sets what was owed before your first statement, and **Mark Settled** closes a loan with a small leftover you don't want to chase.

8 Making it yours

Your categories, accounts and tags; colours, font and theme.

Manage

Edit › Manage... (  M) is where you tidy up. It has four tabs:

- **Accounts:** rename an account, give it a colour, hide it from the Dashboard, or mark it inactive once it is closed.
- **Categories & Rules:** rename, move or merge categories and edit their rules. Renaming a category to a name that already exists merges the two. The smiley button gives a category an icon (an emoji), and **Suggest Icons...** proposes icons for all of them at once.
- **Merchants:** every shop and person, with how much you spent there. Rename or merge them, or give a merchant a category for all its transactions at once.
- **Tags:** add, rename or delete tags.

Settings

Edit › Settings... ( ,) changes how Daftarche looks:

- **Theme:** Dark, Light, or *Match macOS*, which follows your Mac, including the automatic switch at sunset.
- **Font** and **font size**, and every **colour**; **Reset to Defaults** brings back the original ones.
- **Splash screen:** how long the opening picture stays (0 turns it off).
- **Extra backup folder:** see the next chapter.

9 Your data and backups

Where everything is kept, and how to get it back.

Everything you enter lives in one folder on your computer. **File** › **Show Data Folder** opens it. On a Mac it is `Library/Application Support/Daftarche` in your home folder.

Backups happen by themselves

- Every time Daftarche starts, it saves a copy of your data as it was.
- On the first start of each month it also keeps a monthly copy. The last twelve are kept, so you can always go back up to a year.
- In **Settings**, **Extra backup folder** copies the monthly backups to a second place too, such as iCloud Drive or an external disk. If your Mac uses Time Machine, the data folder is backed up with everything else.

You can also save a copy whenever you like with **File** › **Back Up Database...** ( **S**).

Looking at, or going back to, an old copy

File › **Open Database...** shows a backup *without changing anything*: a bar on top reminds you that you are looking at a copy, and **Back to My Database** returns to your own data. **File** › **Restore Backup...** really replaces your data with a backup. Daftarche checks the file first and keeps a copy of your current data, just in case.

Moving to a new computer

Quit Daftarche, copy the whole data folder to the same place on the new computer, install Daftarche there, and open it. Everything is back: transactions, categories, rules and settings.

10 Keeping Daftarche up to date

New versions in one click.

A few seconds after it starts, Daftarche checks quietly whether a newer version is available. If there is one, it tells you what's new and offers **Update Now** : it installs the update and asks whether to restart. You can also check yourself with **Help** › **Check for Updates...** (⌘ U).

i Your data is safe during updates

Updates change the app, never your data folder. A newer Daftarche reads your data as it is.

11 Shortcuts and answers

The keys worth knowing, and common questions.

Import a statement

⌘ I

Export to Excel

⌘ E

Back up now

⌘ S

Open a backup

⌘ O

Back to my data

⇧ ⌘ O

Manage

⇧ ⌘ M

Settings

⌘ ,

Check for updates

⌘ U

Find

⌘ F

Add a transaction

⌘ N

To Review

⇧ ⌘ R

Unmatched transfers

⇧ ⌘ U

Loans

⇧ ⌘ L

The four tabs

⌘ 1 – 4

Back

⌘ [

User Guide

⌘ ?

I imported the same statement twice. Do I now have everything double?

No. Daftarche recognises transactions it already has and skips them, even when two statements overlap.

A transaction has the wrong category.

Right-click it and choose **Edit Merchant / Category**. If the rule behind it is wrong, change the rule there too, and tick “Also apply” to fix the others.

My spending looks too high in one month.

Check for a credit card payment counted as an expense: it should be a **Transfer**. **View › Unmatched Transfers...** shows payments whose other side is still missing.

Can I use Daftarche for more than one person?

Yes: give each person’s accounts their own names, and filter by account. Or keep separate data folders.

Does Daftarche send my data anywhere?

Never. It only goes online to check for a newer version of itself.