

Key Usage Tips & Best Practices

Last Modified on 06/24/2026 12:17 pm EDT

Do:

- Always enter through Vena (not saved Excel files)
- Use blue cells only for inputs
- Click **Save Data to Vena frequently**
- Use scratchpad for calculations
- Use line item detail for clarity

Don't:

- Don't rely on saving the Excel file alone
 - Don't expect formulas to persist in input cells
 - Don't use external workbook links
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