


How to enter Account Code:

1. On the account code page, you must *enter* (1) the account code **to create the account code grid** (2) as shown below. This functionality allows for multiple account codes to be entered.
2. After you have entered the account code(s) and created the account code grid, select **Next** button (#3)



Enter Account Code :

Account Code

0116920610 - 1115 Enter 

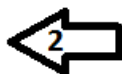


Enter Account Code :

Account Code

-

	Account Code
Delete	0116920610-1115



Employee Name: Peter Abe
Employee ID: 19633
Position: PE: General
Service: Certificated Shares