**Instructions for Account Inquiry:**

Departmental Functions

* Account Inquiry
* Segment Fund (**Select**)
	+ Fund (100, 402, etc.)
	+ Function (1000, 2210, 2400, etc.)
	+ Program (1011, 1041, 1081, 1455, etc.)
	+ Facility (4 digit state code)
	+ Exec. Level (00)
	+ Department (9400, 9412, 9413, 9415, 9418, etc.)
	+ Undefined (0000)
	+ Undefined 2 (0000)
	+ Object (558000, 561000, 561001, 561100, 661500, 661600, etc.)
	+ Account Type (E=Expense)

If you don’t know all information for the fields, you may select **Fund, Function, Facility, Exec. Level, Object and E** (for Account Type). This will give you a range of expenditure accounts. From here, you may Browse (select) to see accounts.