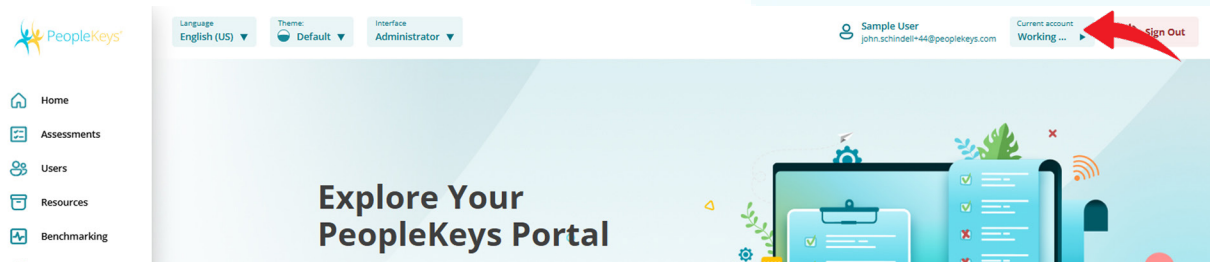
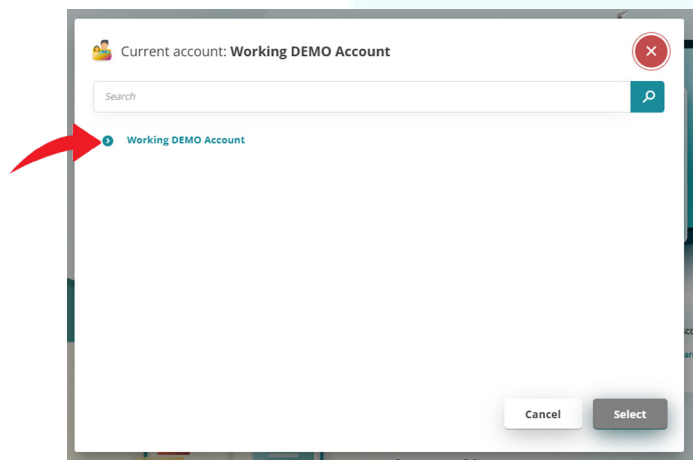


VIEWING SUBACCOUNTS

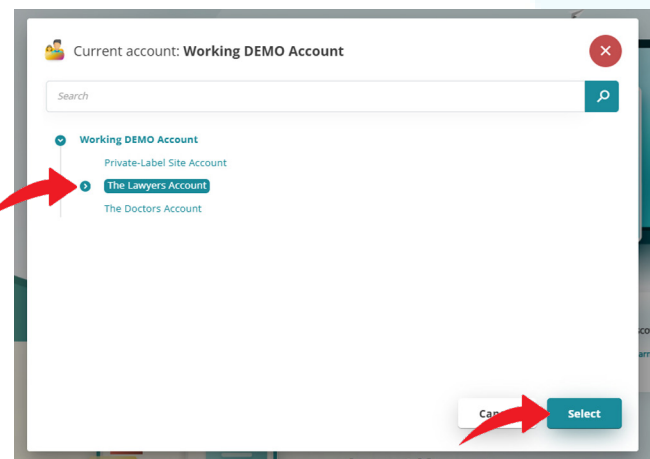
1. From your home page, look for **Selected Account** in the upper right corner of the screen. Click the **Account Name** to see the pop-up window list of sub-accounts.



2. Click the circle arrow to expand the list



3. Select the sub-account by clicking on the **Name**. Then click the **Okay** button.



4. You are now in the **selected Subaccount**.

