

View Your Transaction Log

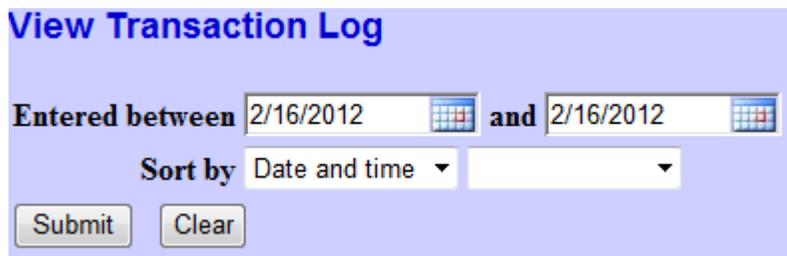
Step 1 Click **Utilities** on the Main Menu Bar.



Step 2 Select **View your Transaction Log**. A date range screen will display.



Step 3 Enter the start date and end date for the Transaction Log Report and click **Submit**.



Step 4 The report will generate and display any transactions performed under your login and password for the date range selected.