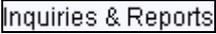
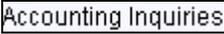


## Account Ledger by Object Account Lesson

Step	Action
1.	Click the <b>State of Nebraska</b> link. 
2.	Click the <b>Accounting</b> link. 
3.	Click the <b>Inquiries &amp; Reports</b> link. 
4.	Click the <b>Accounting Inquiries</b> link. 
5.	Click the <b>Account Ledger Inquiries</b> link. 
6.	Click the <b>Account Ledger by Object Account</b> link.
7.	Enter the enter the object number into the <b>Object/Sub</b> field. 
8.	Enter the desired information into the <b>Object/Sub</b> field. Enter a valid value e.g. " <b>531100</b> ".
9.	The <b>From Date</b> and <b>Thru Date</b> fields are optional.
10.	Complete any other headers fields as necessary (i.e. From or Thru Fund, SBL Type, or Sub ledger).
11.	Click the <b>Find</b> button. 
12.	Determine the total of all Actual Amount transactions for the object for the desired period.
13.	Click the <b>Close</b> button. 
14.	You have successfully completed this lesson. <b>End of Procedure.</b>