HOW TO DRILL DOWN AND VIEW BALANCES BY ACCOUNT TYPE

1. Enter “FGIBDST” in the field from the Welcome page

2. Enter your index
3. Check the box “Query Specific Account***”

4. Click on the ellipse on the “Account Type” field. This will bring up a pop-up menu to select the account type the click on “GO”
5. This will provide you with the screen below which includes all accounts in the account type and will give you a summary balance.