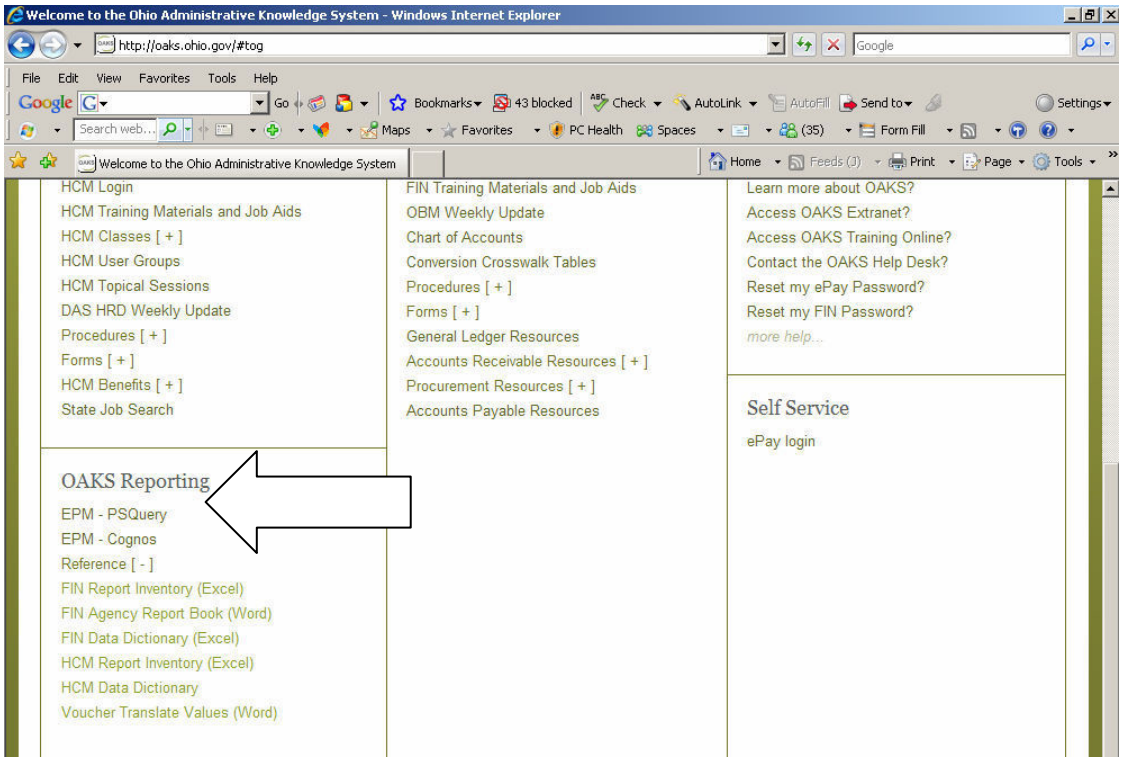
EPM PS Query:

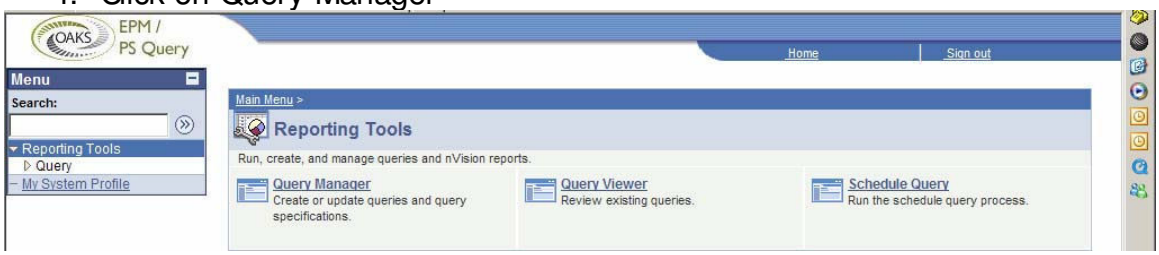
Go to the OAKS home page at http://oaks.ohio.gov.

1. Click on the EPM-PSQuery link.
2. Enter you epay user ID and password



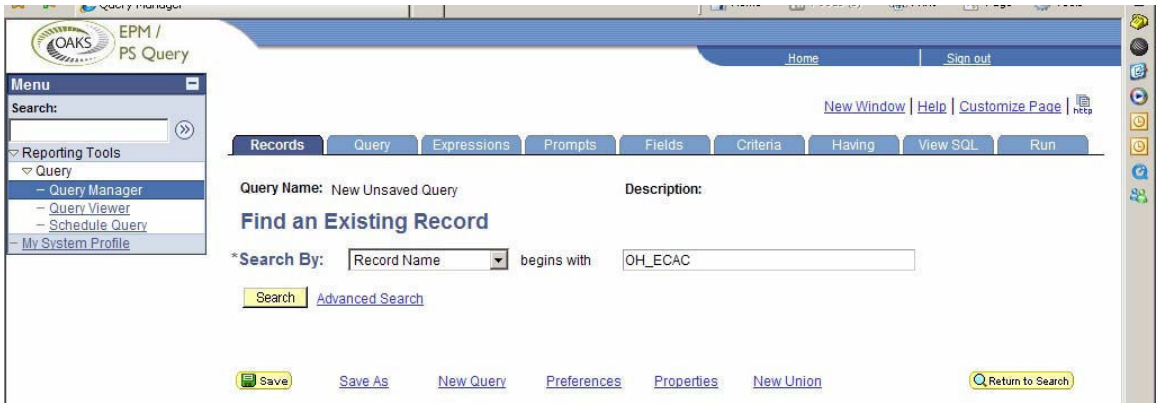
3. Click on Reporting Tools

4. Click on Query Manager

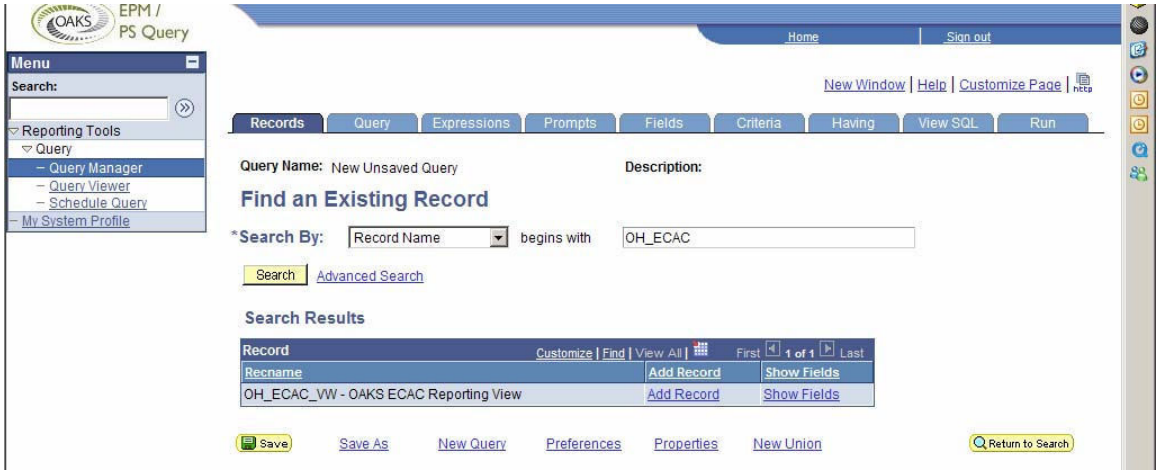


5. Click on Create New Query

6. Enter OH_ECAC in the field
7. Click Search

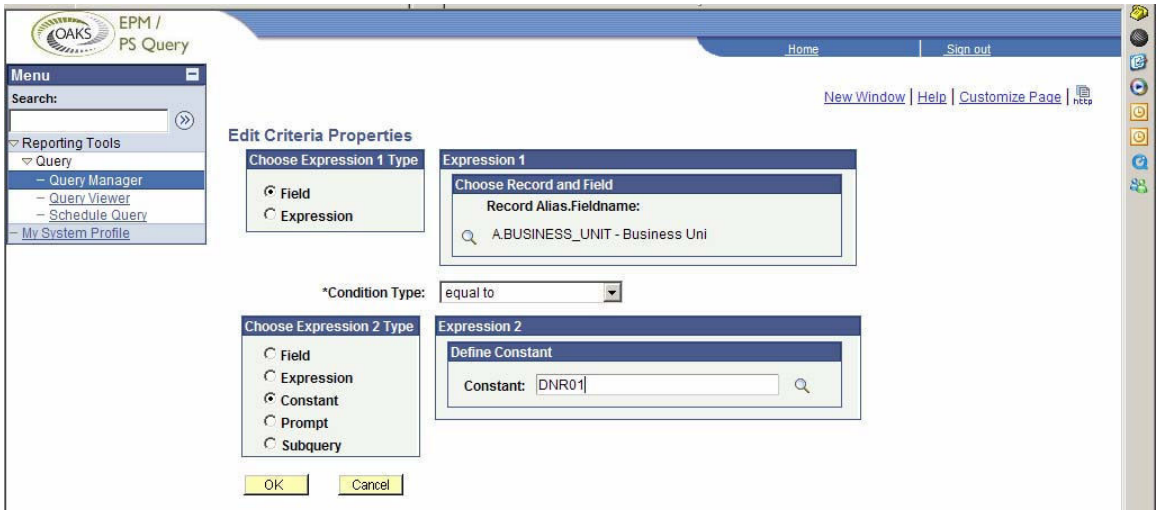


8. Click Add Record

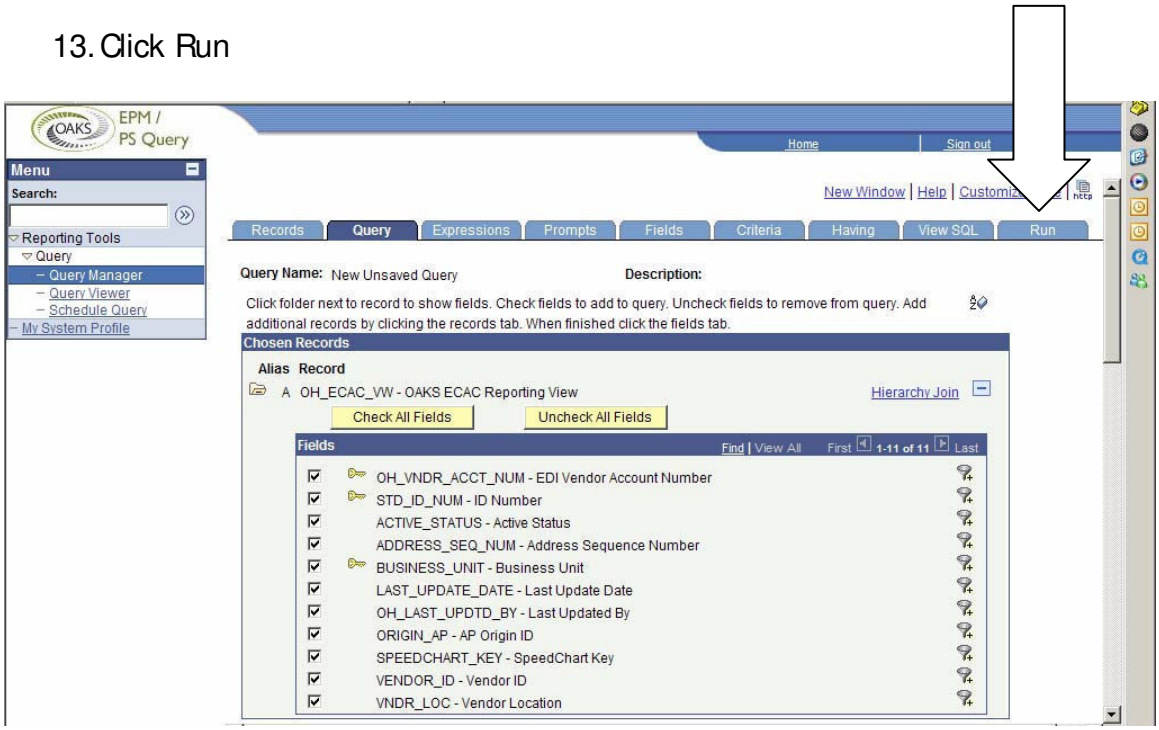


9. Check all Fields button
10. Click on the BUSINESS_UNIT criteria button to the far right.

11. Enter your agencies BU in the Constant field. (Example DNR01)
12. Click OK



13. Click Run



Your results…

	EDI Vendor Acco	ID Num	Status	Addr	Unit	Last Update Dt	Last Updated By	Origin	SpeedChart	Vendor
1	2003071812515590	311560186	A	5	DNR01	01/01/1901	CNV	433	-	0000062804
2	2003071812515600	311560186	A	5	DNR01	01/01/1901	CNV	433	-	0000062804
3	2003071812515910	311560186	A	5	DNR01	01/01/1901	CNV	350	-	0000062804
4	2003071812520280	311560186	A	5	DNR01	01/01/1901	CNV	391	-	0000062804
5	2003071812520320	311560186	A	5	DNR01	01/01/1901	CNV	391	-	0000062804
6	2003071812520890	311560186	A	5	DNR01	01/01/1901	CNV	369	-	0000062804
7	2003071812521870	311560186	A	5	DNR01	01/01/1901	CNV	391	-	0000062804
8	2003071812522320	311560186	A	5	DNR01	01/01/1901	CNV	366	-	0000062804
9	2003071812522890	311560186	A	5	DNR01	01/01/1901	CNV	399	-	0000062804
10	2003071812523090	311560186	A	5	DNR01	01/01/1901	CNV	359	-	0000062804
11	2005052513584045	311560186	A	5	DNR01	01/01/1901	CNV	359	-	0000062804
12	13991849	841248716	A	9	DNR01	01/01/1901	CNV	391	-	0000086580
13	13991852	841248716	A	9	DNR01	01/01/1901	CNV	405	-	0000086580
14	2003071705435320	311560186	A	5	DNR01	01/01/1901	CNV	397	-	0000062804
15	2003071705435330	311560186	A	5	DNR01	01/01/1901	CNV	397	-	0000062804
16	2003071705435350	311560186	A	5	DNR01	01/01/1901	CNV	376	-	0000062804
17	2003071705435380	311560186	A	5	DNR01	01/01/1901	CNV	411	-	0000062804