View Transactions

You can use this quick reference guide as a fast reminder of the basic steps for viewing transactions.

1. Click the account number link, if available via the Account Activity box on the Client Home page.

   –Or–

2. Select the Transaction Management high-level task.

3. Click the Transaction List link.

4. Select a different cycle, if desired.

5. Open the Search Criteria area and then specify search criteria.

6. Click Search.

7. On the list of transactions, click any linked item to access the detail tabs.

©2008 U.S. Bancorp
8. Select any tab to view additional detail.

▶ Learn More: For more detailed information, including detailed information about each tab, refer to the Transaction Management web-based training lesson and user guide available at:

https://wbt.access.usbank.com

Contact your Program Administrator for the most current passwords.