



## Creating nVision Scopes

1.	Click the <b>Vertical</b> scrollbar.
2.	Click the <b>Reporting Tools</b> link. 
3.	Click the <b>PS/nVision</b> link. 
4.	Click the <b>Define Scope</b> link. 
5.	Click the <b>Add a New Value</b> tab. 
6.	Click the <b>Look up SetID (Alt+5)</b> button. 
7.	Click an entry in the <b>Description</b> column. 
8.	Enter the desired information into the <b>Report Scope</b> field. Enter a valid value e.g. " <b>FUND240</b> ".
9.	Click the <b>Add</b> button. 
10.	Enter the desired information into the <b>Description</b> field. Enter a valid value e.g. " <b>Fund 240</b> ".
11.	Click the <b>Look up Field Name (Alt+5)</b> button. 
12.	Enter the desired information into the <b>Field Name</b> field. Enter a valid value e.g. " <b>FUND_CODE</b> ".
13.	Click the <b>Look Up</b> button. 
14.	Click an entry in the <b>Field Name</b> column. 
15.	Click the <b>How Specified</b> list. 
16.	Click the <b>Selected Detail Values</b> list item. 
17.	Click the <b>Look up Value Table (Alt+5)</b> button. 
18.	Click an entry in the <b>Edit Table</b> column. 
19.	Click the <b>Select Value</b> button. 

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20.	Click an entry in the <b>Description</b> column. <a href="#">E&amp;G Medical School</a>
21.	Click the <b>Save</b> button. 
22.	Click the <b>Home</b> link. 
23.	Congratulations. You have successfully Created nVision Scopes. <b>End of Procedure.</b>