

## AM.020.062 – REVIEW TRANSACTION REVERSAL

<b>Purpose</b>	To identify any transaction reversals performed on an asset.
<b>Description</b>	The Review Transaction Reversal page can be used to view any transaction reversals completed on an asset. Details include, reversal reason code used, the corresponding asset book, transaction type, and user ID of the individual who performed the reversal.
<b>Security Role</b>	<b>BOR_AM_MAINTENANCE</b>
<b>Dependencies/ Constraints</b>	Asset should have had at least one Transaction Reversal completed.
<b>Additional Information</b>	None

### Procedure

Below are step by step instructions on how to review a transaction reversal.

Step	Action
1.	Click the <b>NavBar</b> icon.
2.	Click the <b>Menu</b> icon.
3.	Click the <b>Asset Management</b> link.
4.	Click the <b>Asset Transactions</b> link.
5.	Click the <b>Financial Transactions</b> link.
6.	Click the <b>Review Transaction Reversal</b> link.
7.	Enter the institution's Business Unit in the <b>Business Unit</b> field.
8.	Enter the Asset ID in the <b>Asset Identification</b> field.
9.	Click <b>Search</b> .
10.	Review Reversal Transactions listed for both books to verify details.