



## View a Processing Option

**Accounting Specialists** can view processing options by completing the following steps.

1. Click the **Administration** tab.
2. From the **Manage Organizations** menu, select **Processing Options>View**. The *Select Organization Endpoint* page appears.
3. Select the highest level organization or any lower level OTC Endpoint for which you would like to view the processing options. A *View Processing Options* page appears showing which custom labels are in effect for the organization hierarchy.



### Application Tip

Additional button on the page that helps you perform other tasks:

- Click **Return Home** to return to the OTCnet Home Page.