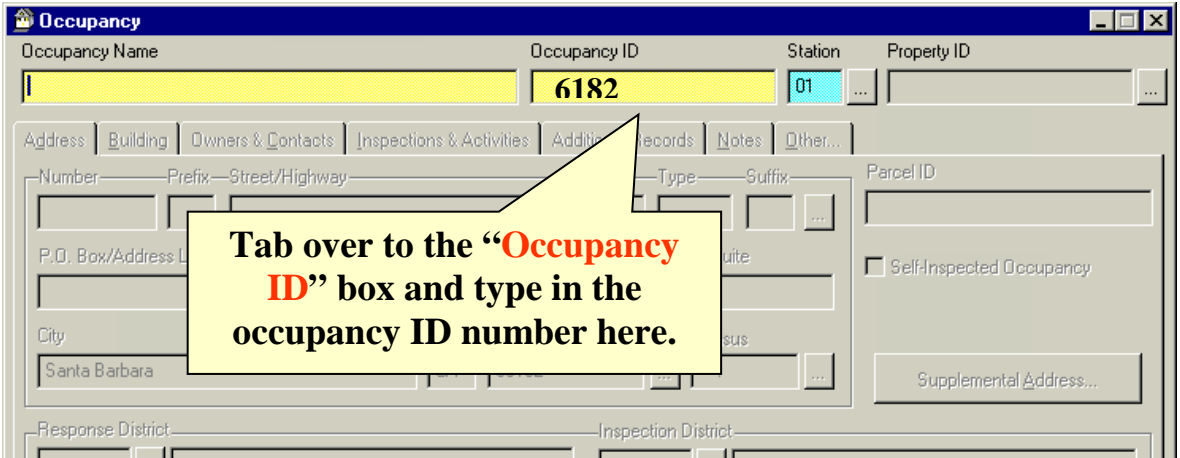


1. Log in and select House button (See [P-III-1](#) Log in procedures)
2. Type in the Occupancy ID number and hit "Tab"



3. You should then see all of the information for that occupancy. Take this time to be sure that all of the information is correct .

