Understanding the Transaction Menu

Welcome to the Transaction Menu	
Enter a value in the box next to your selection. You may select one or all of the following:	
Card Number: Site Number:	
Account Number: 4 Digit Vehicle:	(Must enter Account if used) (YYYYMMDD eg: 20120130 for Jan 30, 2012)
End Date: Time:	(YYYYMMDD optional) (HHmmss eg: 142500 for 2:25 pm optional)
 View Data On-Line Download data in PDF format Download data in Excel format (condensed) Download data in Excel format (detailed) Include Driver name/FW indicator in query results above (takes longer) Download ASCII data (specification) Enter Reset 	

Figure 1: Screenshot of Transaction Menu

The Transaction Menu allows the user to view purchases in real time on fuel sites across the network. There are six fields available to the user:

- 1. Card Number: The last 7 digits of a card.
- 2. Site Number: Also known as the CFN ID.
- **3.** Account Number: The 3- or 4-digit number that is associated with your account.
- **4. Date:** The year, month, and day that denotes the start of the date range. This is required.
- **5. End Date:** The year, month, and day that denotes the end of the date range. This is optional.
- **6. Time:** The hours, minutes, and seconds that happened with respect to your local time zone. This is optional.



