

## BG01 (GUIDE (GENERAL UNEMPLOYMENT INSURANCE DEVELOPMENTAL EFFORT))

To access and inquire in GUIDE, take the following steps:

- o Sign on to AZTECS (see Signing On and Off AZTECS+ ), and key **BG01** on the Sign On OK screen+ . Press ENTER.
- o On the GUIDE screen, key **FSFA** in the PASSWORD field.
- o Key **00008** in the OPERATOR ID field.
- o Key the transaction option number of the option to be viewed in the TRANSACTION OPTION field, and press ENTER.