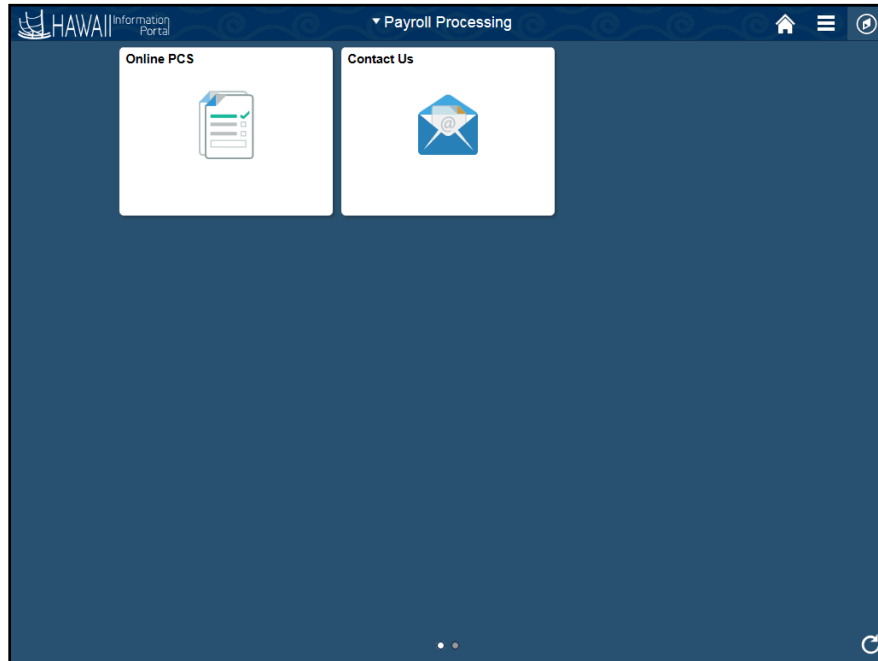# How to run M_NOT_ENROLLED_DIRECTDEPOSIT

Navigation:
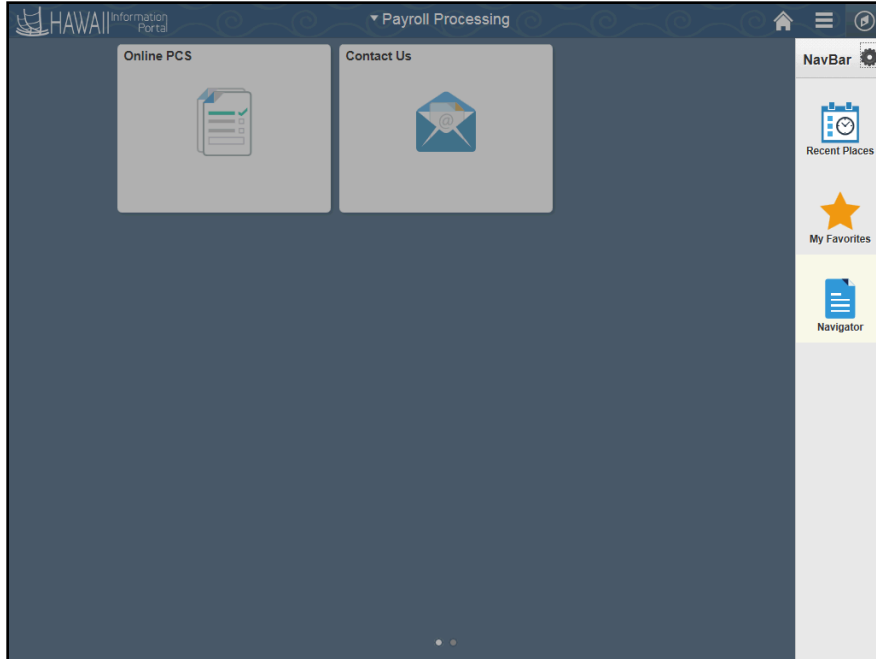NavBar > Navigator > HawaiiPay System > Reporting Tools > Query > Query Viewer

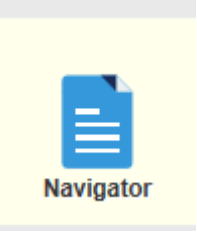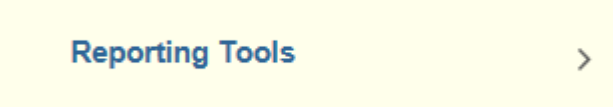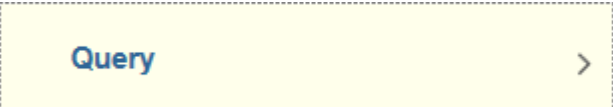| Step	Action
1.	For this lesson, you will use the **NavBar** to navigate to the Payroll **Query Viewer** page.

Step	Action
2.	Click the **NavBar** button.

How to run M_NOT_ENROLLED_DIRECTDEPOSIT

Step	Action
3.	Click the **Navigator** button.
4.	Click the **Reporting Tools** menu.
5.	Click the **Query** menu.
6.	Click the **Query Viewer** menu.

Step	Action
7.	The **Query Viewer** page displays. Use this page to retrieve data from an existing Query. The Query Viewer **Search By** field will default to search for an Existing Query by **Query Name**.
8.	Enter M_NOT_ENROLLED_DIRECTDEPOSIT in the **begins with** field

Step	Action
9.	Click **Search** button
10.	Select the output you would like.