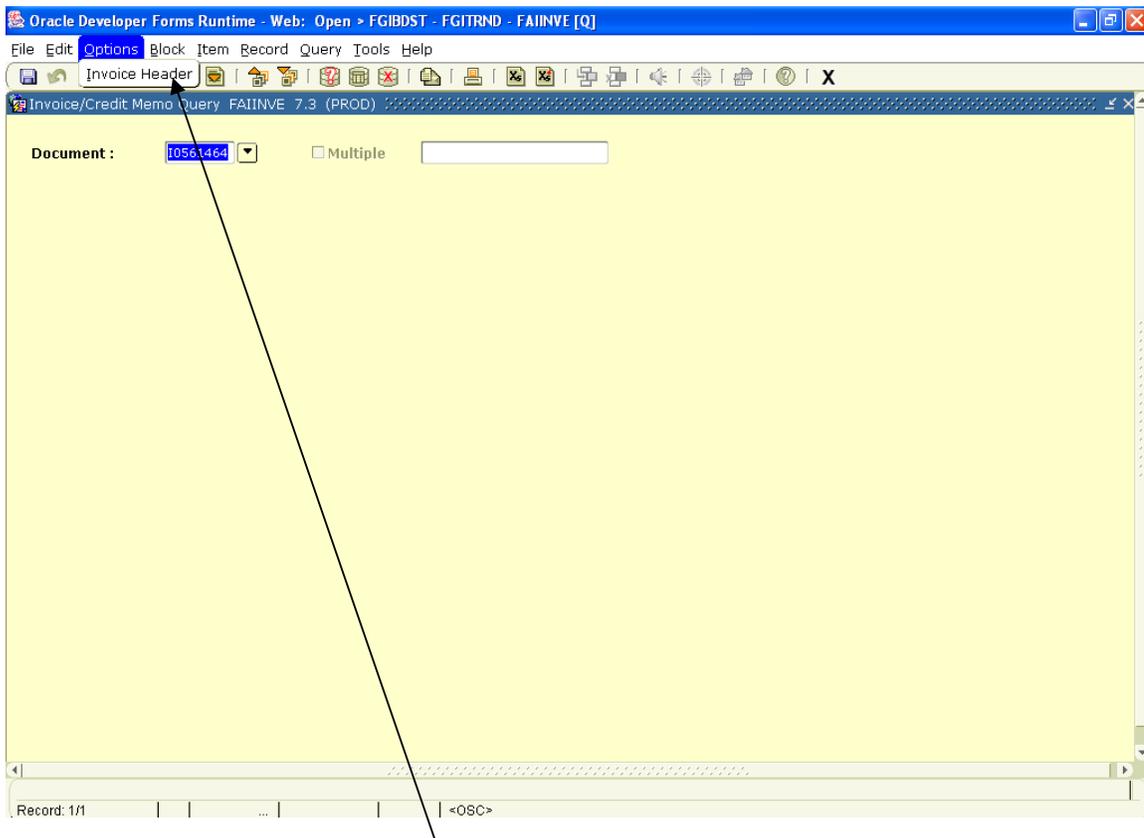
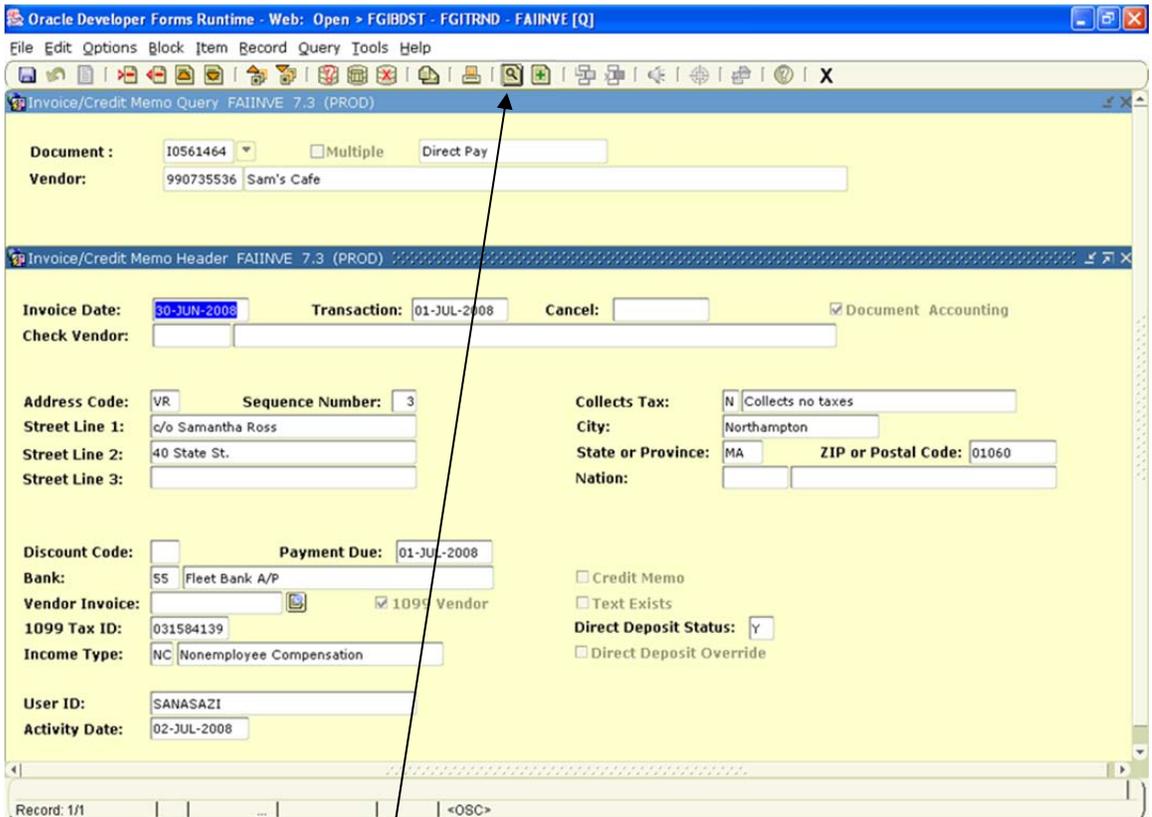


5. Select **Options** then **Query Document (by Type)**.

If you get the following error “FRM-41800 – List of Values not available for this field” then you have something else highlighted other than the account, organization, program, type or fund. Move the cursor to one of these columns and try this step again.



Select **Options** then **Invoice Header**



Click on the **magnifying glass** icon to display the scanned images.  
 At this point you can retrieve the original documentation that Accounts Payable received for this payment.

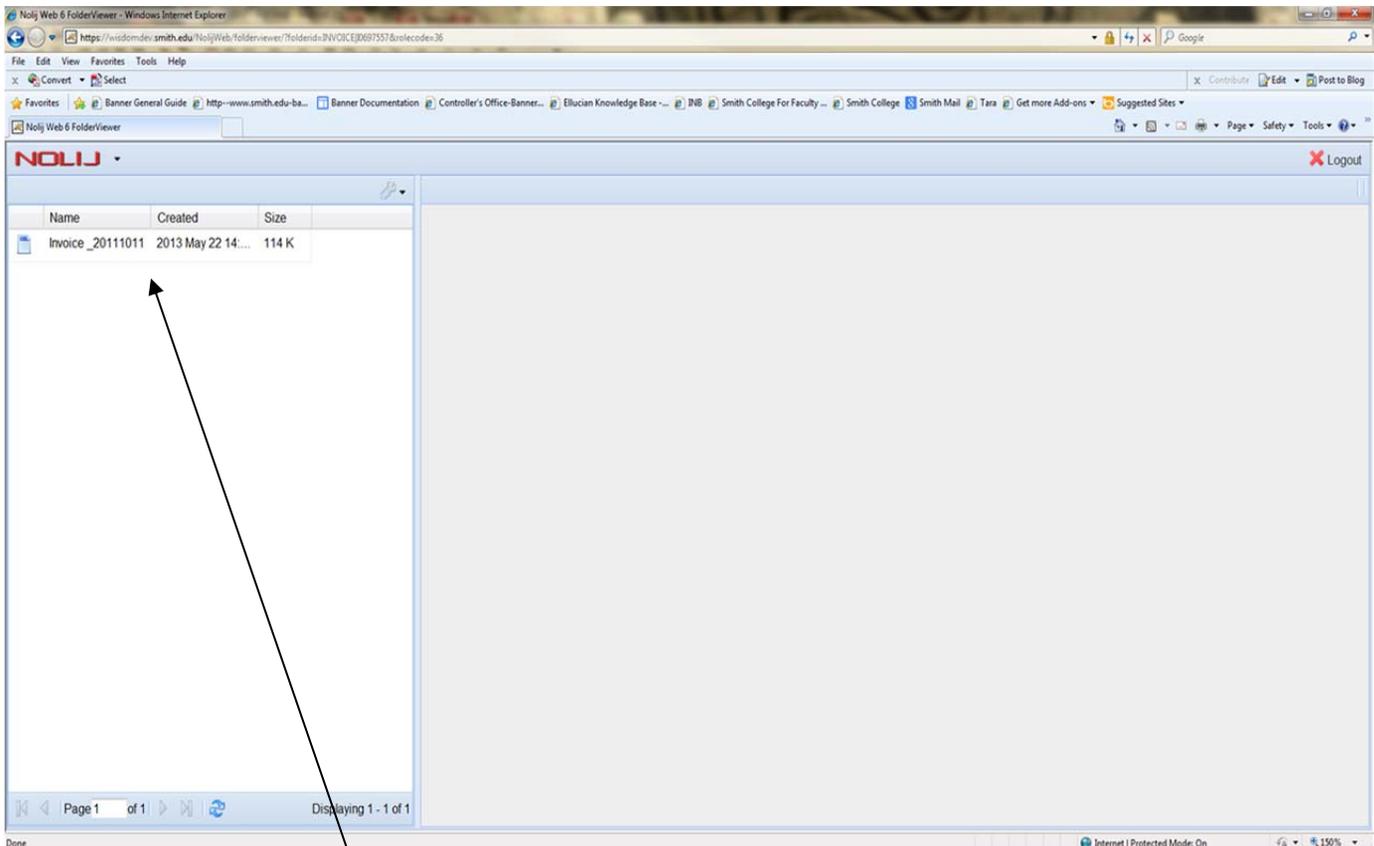
You'll be prompted to authenticate via Shibboleth/SmithPortal in order to open Nolij.



Once you log in, the Nolij viewer will open. If you are prompted, grant permission to run Java.



If an image is available for the document you've selected, it will be listed in the **left hand pane**\*.



Double click it to **open the document**

