



## Browse for a Line Of Accounting (LOA)

### Overview


The Line Of Accounting (LOA) Browse pop-up window allows creating a line of accounting for appropriation of an asset.


### Navigation

DPAS PA Module > *VARIOUS PROCEDURAL STEPS* >  > Line Of Accounting (LOA) Browse pop-up window

### Procedure

#### Browse for a Line Of Accounting (LOA)

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.

Selecting  at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



1. Select . The **Line Of Accounting (LOA) Browse** pop-up window appears.

## Line Of Accounting close or Esc Key

Dept Cd <input style="width: 90%;" type="text" value="Select an Item"/>	Subhead <input style="width: 90%;" type="text"/>
Pgm Yr <input style="width: 90%;" type="text" value="20242024"/>	ASN <input style="width: 90%;" type="text"/>
Basic Symbol <input style="width: 90%;" type="text"/>	Obj Class Cd <input style="width: 90%;" type="text" value="3100"/>

2. In the Search Criteria panel, narrow the results by entering the following optional field.
  - Use  to select the desired Dept Cd.
  - Enter the PGM YR in the field provided. *This is an 8 numeric character field.*
  - Enter the Basic Symbol in the field provided. *This is a 4 alphanumeric character field.*
  - Enter the SUBHEAD in the field provided. *This is a 4 alphanumeric character field.*
  - Enter the ASN in the field provided. *This is a 5 alphanumeric character field.*
  - Enter the OBJ CLASS CD in the field provided. *This is a 6 numeric character field.*
3. Select . Results display in the LOA Results Grid below.

### Line Of Accounting close or Esc Key

Dept Cd	017-Dept of the Navy	Subhead	CD34
Pgm Yr	20242024	ASN	
Basic Symbol	AB12	Obj Class Cd	3100

[Reset](#) [Build](#)

Select	LOA
<a href="#">Select</a>	01720242024AB12.CD34 3100

[Cancel](#)

4. Choose the Select hyperlink next to the desired LOA. *The pop-up window closes and the selected LOA appears in the previous screen.*