Instructions for Fund Manager to grant approval Authorization in the Budget Revision System through Team App:

2. Choose Access Request from the list provided on the left side of the page.
3. Choose the Financial Alternates Assignment link.
4. Enter the eRaider User ID for the user you are requesting permission for. Note: if you do not know the eRaider ID, you may click the Search for eRaider ID radio button.
5. Click Next.
6. From the F/O Selection screen, use the arrow buttons to move the Fund(s) you choose from Select F/O Code field to the F/O Selected field. You may also use this application to remove authorizations.

7. Click Submit.