

i. Click on the PB BSO Queue.

The screenshot shows a web browser window displaying the Salesforce Process Portal. The browser's address bar shows the URL: <https://salesforce.intranet.db.com/processPortalNew/loginuser.action?sessionId=E7EEB45B754F938>. The page header includes the text "Process Portal" and "A Passion to Perform" with a "Deutsch" language selector. The main content area is divided into two sections. On the left, under the heading "Work Queues", there is a "Work Item Count: 75" and a list of queues. The "PB BSO (7)" queue is highlighted with a black box. On the right, under the heading "Work Item List", there is a table with the following columns: Status, Case #, Process Name, Description, Step name, and Arrival Date/Time. The table contains seven rows of data, all with a status of "Approval (Level)".

Status	Case #	Process Name	Description	Step name	Arrival Date/Time
Approval (Level)	1342926	PB ICT Banking to G Bus		Approval (Level)	2017-10-25T11:59
Approval (Level)	1342926	Cash Disb Wire - USD Bkg		Approval (Level)	2017-10-25T11:57
Approval (Level)	1342925	Cash Disb Wire - USD Bkg		Approval (Level)	2017-10-25T11:54
Approval (Level)	1342925	Int Cash Trf - Banking		Approval (Level)	2017-10-25T11:51
Approval (Level)	1342915	Cash Disb Wire - USD Bkg		Approval (Level)	2017-10-25T11:32
Approval (Level)	1342901	Cash Disb Wire - USD Bkg		Approval (Level)	2017-10-25T11:26
Approval (Level)	1342901	Cash Disb Wire - USD Bkg		Approval (Level)	2017-10-25T11:24

To select cases on DB force with today's effective date, please see below screenshot.

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