

Task interface.

000

Claim form

	Price	Description	Expense code
1	1.75	Coffee	
2	17.00	Print poster	
3	275.74	Hotel stay	
4	995.00	Plane ticket	

Step 1 - look up code(s)

000

Claim form

On average you go away for 6.4 seconds.

	Price	Description	Expense code
1	1.75	Coffee	
2	17.00		
3	275.74		
4	995.00		

000

Expense code sheet

	Description	Expense code
1	Food&Drink	22151
2	Travel	22116
3	Printing	22104
4	Accommodation	22112
5	Stationary	22106
6	Conference fees	22109
7	Computer hardware	22005

Step 2 - enter code(s)

000

Claim form

	Price	Description	Expense code
1	1.75	Coffee	22151
2	17.00	Print poster	
3	275.74	Hotel stay	
4	995.00	Plane ticket	

000

Expense code sheet

6	Conference fees	22109
7	Computer hardware	22005