

## How to verify a file has been accepted into EMSTARS-CDX

- 1) Login into EMSTARS-CDX
- 2) Go to Tab – Records Exchange
- 3) Set the data range and Click on “Search”
- 4) Scroll down page.
- 5) If found, file was accepted into EMSTARS-CDX.
- 6) Done.

The screenshot shows the EMSTARS-CDX interface. At the top, there is a navigation bar with tabs: Home, Records Exchange (highlighted with a red circle and a handwritten '2'), Requests, Reports, Notifications, and Administration. Below this is a sub-navigation bar with links: History, Non-Processed Files, and State Exports. The main content area is titled 'History' and includes an 'Upload File' link. A search filter is applied, with 'From' set to 'Feb' and 'To' set to 'Apr' for the year '2017'. The 'Department' is set to 'All'. A 'Search' button is circled in red. Below the filter, a table displays 112573 entries. The first entry is dated '04-03-2017' and has a redacted user name. The table columns are: Date, User, Department, File, File Size, File Type, Total Records, New, Resubmitted, Failure, and Accept Rate.

Date	User	Department	File	File Size	File Type	Total Records	New	Resubmitted	Failure	Accept Rate
04-03-2017	[REDACTED]	null	NemesisWSSOAPFile.xml	145 KB	NEMESIS 3.3.4 Events	0	0% (0)	0% (0)	0% (0)	0%