



ASCENDER  
**EMPLOYEE**  
PORTAL

ASCENDER GUIDES



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ELEVATING TECHNOLOGY SOLUTIONS






# Table of Contents



The TxEIS system allows you to retrieve, sort, filter, reset, and refresh data within the specific applications. To restore the data to its original view, click **Refresh** or **Reset** within the application.

**Note:** Avoid using the following methods in Internet Explorer, Mozilla Firefox, and Safari to refresh or reload data within the application as these methods may generate unpredictable results or cause you to lose unsaved work:

- Clicking  on the address bar.
- Pressing F5.
- Pressing CTRL + R



## Back Cover