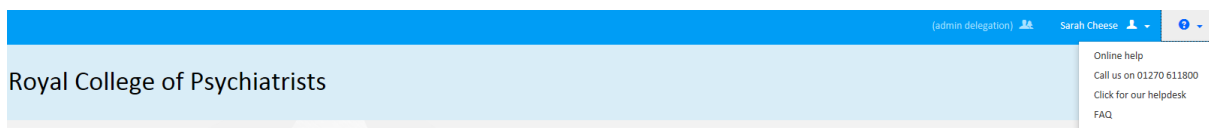


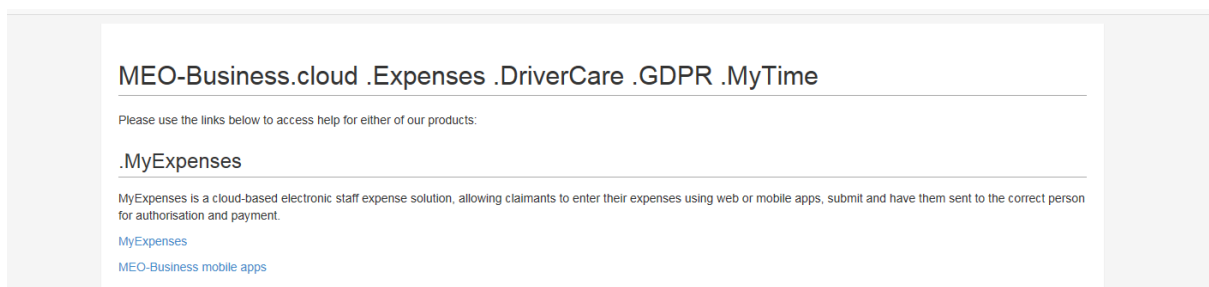
My Expenses Online

How to access Online Help

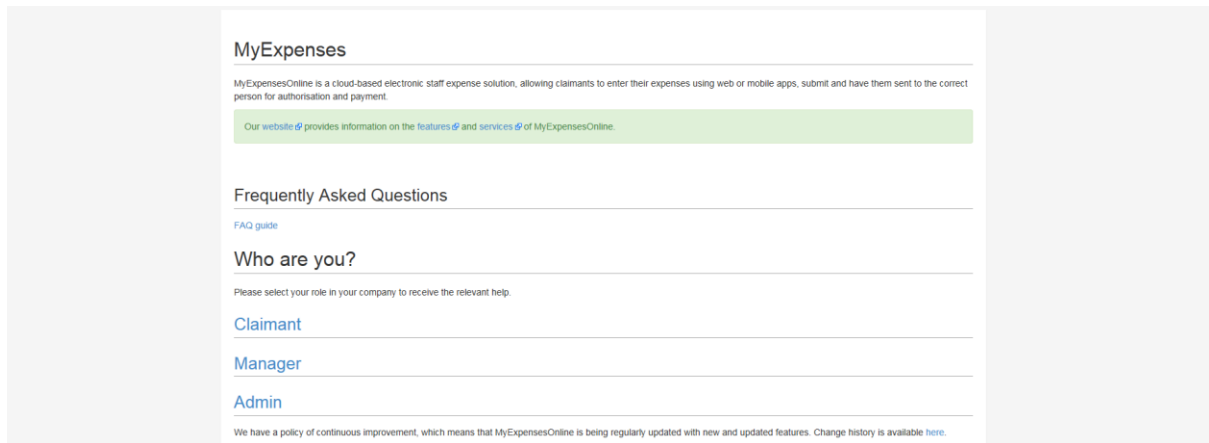
https://help_wiki.myexpensesonline.co.uk/



- 1) From the My Expenses Online (MEO) home page or dashboard, you can access the online helpdesk, by clicking **“Online Help”** (On the top right-hand side of the screen). Here you will be able to access the MEO guidance.



- 2) You can select guidance for either using MEO on a computer/laptop or via the Mobile Apps.



- 3) Please select the Claimant heading, and this will take you to various help sections, such as: “Getting Started as A Claimant” and “Creating a new claim”.

If you do require any further assistance such as: adding categories (Taxi, underground etc.) or Authorising managers, please do contact Sarah Cheese 0203 701 2564 or sarah.cheese@rcpsych.ac.uk