

Correct a Magnetic Ink Character Recognition (MICR) Line

To correct a MICR line, complete the following steps:

1. From the *Check Scan – Perform Check Scan* page, the *Check Processing Error: Reject Characters Detected/Unsupported Bank Number* message appears. Click **Yes** to correct the code line.

Or

Click **Rescan** to rescan the check (applies only to *Reject Characters Detected* message).



Application Tip

Click **Rescan** if the check image is skewed, illegible, or upside down.

Or

Click **Cancel** to cancel the transaction.

2. The *Login ID and Password* dialog box appears. Enter the **Login ID** and **Password** and click **Login**.



Application Tips

- If a **Check Capture Operator (CCO)** scanned the check, OTCnet will prompt the operator for authorization.
 - Only a **Check Capture Supervisor (CCS)** or **Check Capture Lead Operator (CCLO)** can perform MICR line corrections.
 - The **CCS** or **CCLO** must key in his/her Login ID and Password before correcting the MICR line.
 - If a **CCLO** scanned the check, additional authorization is not required.
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3. The *Code Line Correction* box appears. Enter the correct numbers and click **OK**.
4. The *Code Line Correction* box closes and the scanned check image appears.