**Question:** How can I check the credit split for an award?

**Answer:**

1. Log in to Coeus using your UMD ID and password. If you have log in issues, please contact coeus-help@umd.edu.
2. Select the Award module by clicking on the yellow diamond.

3. Enter the KFS# in the column labeled Account Number **OR** enter the Sponsor’s Award number (excluding dashes or spaces) in the Sponsor Number column.

4. Open the award by highlighting and then either double click or select the Award Details button.

5. Move to the Investigators Tab.
6. On the right hand side, choose Credit Split. A window will pop up.

7. This window contains the credit split information. Note: For awards with only one PI and one department, all credit is given to that PI and department.