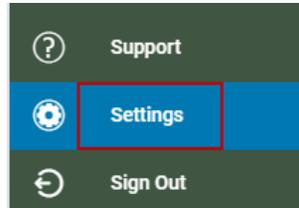


Alerts Tutorial

As you may have noticed, alerts did not get brought over from our old Online Banking. We have a great new alerts program for you to replace it!

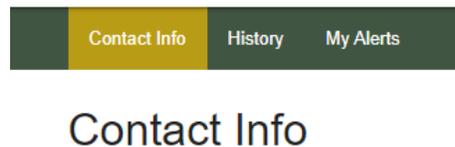
To access alert settings, click on the Settings tab in Online Banking.



Click on the Alerts tab at the top of the page.



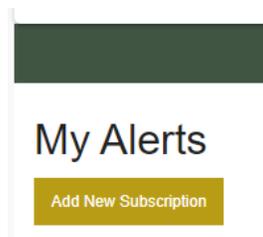
First, verify your Contact Info on the Contact Info tab on the alerts page. Once confirmed or updated, click Save.



Second, you will need to subscribe to new Alerts. Click on the My Alerts tab on the Alerts page.

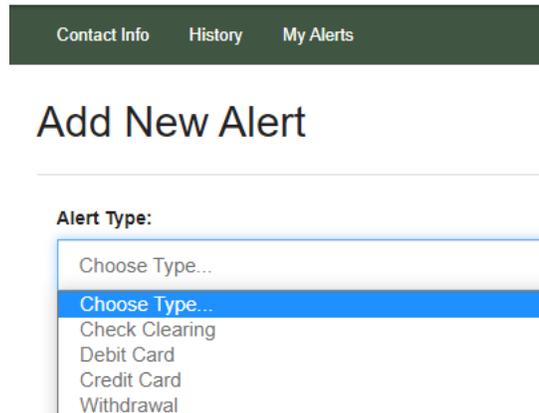


On that page, you will be asked to set up new alerts. Click on the 'Add New Subscription' button.



Alerts Tutorial

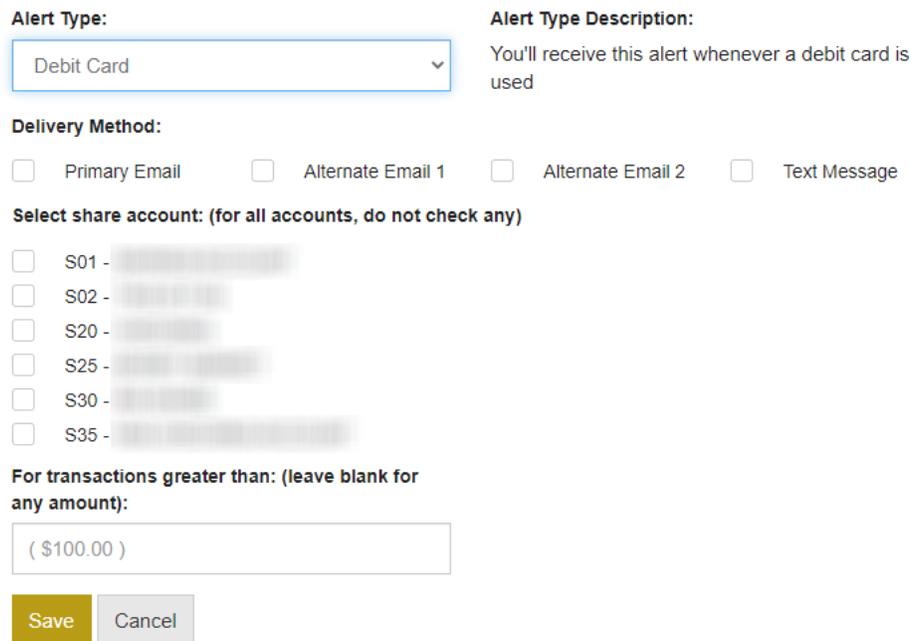
From the 'Alert Type' dropdown, choose the alert type you would like to add.



The screenshot shows a dark green navigation bar with three tabs: 'Contact Info', 'History', and 'My Alerts'. Below the navigation bar is a large heading 'Add New Alert'. Underneath, there is a section titled 'Alert Type:' with a dropdown menu. The dropdown menu is open, showing a list of options: 'Choose Type...', 'Choose Type...' (highlighted in blue), 'Check Clearing', 'Debit Card', 'Credit Card', and 'Withdrawal'.

Configure the alerts as required for each alert type. You will be asked for information like where the alerts should be delivered, which shares to monitor, how much to monitor for and so on. For example a debit card alert looks like this.

Add New Alert



The screenshot shows the 'Add New Alert' form for a 'Debit Card' alert. The 'Alert Type:' dropdown is set to 'Debit Card'. The 'Alert Type Description:' is 'You'll receive this alert whenever a debit card is used'. The 'Delivery Method:' section has four options: 'Primary Email', 'Alternate Email 1', 'Alternate Email 2', and 'Text Message', all of which are unchecked. The 'Select share account: (for all accounts, do not check any)' section has six options: 'S01 - [blurred]', 'S02 - [blurred]', 'S20 - [blurred]', 'S25 - [blurred]', 'S30 - [blurred]', and 'S35 - [blurred]', all of which are unchecked. The 'For transactions greater than: (leave blank for any amount):' section has a text input field containing '(\$100.00)'. At the bottom, there are two buttons: 'Save' (yellow) and 'Cancel' (grey).

Click Save for each alert type you set up. Alerts will begin being delivered at the next matching transaction or event.