

NOTE: 'Activity Center' lists all user activity initiated from within Online Banking.

1. Navigate to 'Transfers & Payments, then 'Online Activity'.

Home Transfers 8	& Payments Services Settings Messag CoBrowse Code C	redit Score Log Off
Transfers	& Payments	
	Q Search page	
	TRANSFER & PAYMENTS	
	ຊື່ງ Account to Account Transfer Transfer or link to another member's account.	S2 Transfer Money Transfer money from one account to another
	B Pay a Loan Make or schedule a payment on your loan	Pay with Bill Pay Add, schedule and manage bill payments
	SEND MONEY	
	Send Money with Zelle Coming Soon	
	ACCOUNT MANAGEMENT	
	Manage External Accounts Connect accounts from other institutions to make transfers a breeze	View & manage recurring transactions created in online banking

Single Transactions

1. Select the 'Single Transactions' tab on the screen to view one-time online transactions.

Online Act Single Transacti	ivity ⑦ ons	ring Transactions	Deposited Checks				
$\land \heartsuit \checkmark$	¢				Q Search Transactions		
Created date 👻	Status +	Transaction Type 👻		Account +		Amount +	:
1/25/2024 4:53 PM	Processed	Funds Transfer Tracking ID: 11986		Standard Checking 0080		\$2,691.06	:
1/25/2024 10:27 AM	Processed	Funds Transfer Tracking ID: 11976		Standard Checking 0080		\$64.59	:
1/25/2024 10:14 AM	Cancelled	External Transfer Tracking ID: 11975		Standard Checking 0080		\$0.03	÷

2.	Select the 'Filters'	option to	reveal	searchable
	fields.			

- Select the desired fields and then click 'Apply' to display the specified transactions.
- Select the down arrow icon above the top right corner of the filters box to download the specified transactions to a csv formatted spreadsheet.
- c. Select the printer icon to print the specified transactions.
- d. Click the heart icon to assign the filtered criteria as a "favorite" for future use.

Online Activity [®]					
Single Transactions	Recurring Transaction	ns Deposited C	hecks		
7 🗘 🛧 🤤					
Filters					×
Transaction Type	Status	Account		SEC Code	
All	All V	All	\sim	All	\sim
Created By	Min Amount		Max Am	ount	
All	✓ \$	0.00	\$		0.00
Filter by created date					
Start Date	End Date	Tracking ID		Batch ID	
MM/DD/YYYY 💼	MM/DD/YYYY				
Save Filter in Favorite Reset Apply Filters					rs
1/23/2024 Pro 8:03 AM	DCESSED External Transf Tracking ID: 11917	er 7		Standard Check 0080	king

Activity Center

- 3. Click on a listed transaction to view additional details.
- 4. Select the 'Actions' icon to unhide a listing of available actions corresponding with the transaction.

Single transactio	ons Recurring Trans	actions Dep	posited	Checks		
$\land \diamond \uparrow$	- G				Q Search Transactions	
ransaction List			÷			~
Processed Funds Transfer	\$2,691.06 1/25/2024		÷	EXTERNAL TRANSFER	Print Details	D.0
Processed Funds Transfer	\$64.59 1/25/2024		÷	10000 (0.11) 4		
Cancelled External Transfer	\$0.03 1/25/2024		:	PAYMENT DETAILS Created By	From Account	^
Processed External Transfer	\$0.01 1/25/2024		-	Authorized 01/25/2024 10:13 AM	Standard Checking 0080	
Processed External Transfer	\$0.05 1/24/2024		÷	Authorized By	Description	
Processed External Transfer	\$0.10 1/24/2024		:	Process Date 01/25/2024		

Recurring Transactions

5. Select the 'Recurring Transactions' tab within the 'Activity Center' to view online transactions which are setup to occur in a series.

Deposited Checks

 Select the 'Deposited Checks' tab within the 'Activity Center' to view historical checks that have been deposited using the Mobile Remote Deposit Capture functionality.

NOTE: You must be enrolled in Mobile Remote Deposit before this tab will appear on the 'Activity Center' screen.



Online Activity 🕲	
Single cansactions Recurri	ng Transactions Deposited Checks
7 ⊻ @	
Filters	×
Status	Created By
All	All
Min Amount	Max Amount
\$ 0.00	\$ 0.00
Starting Check Number	Ending Check Number
Start Date	End Date
MM/DD/YYYY 📴	MM/DD/YYYY
	Reset Apply Filters