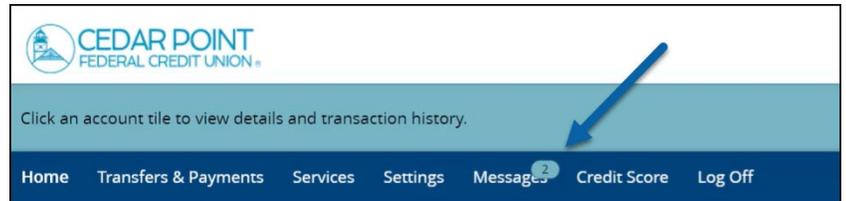


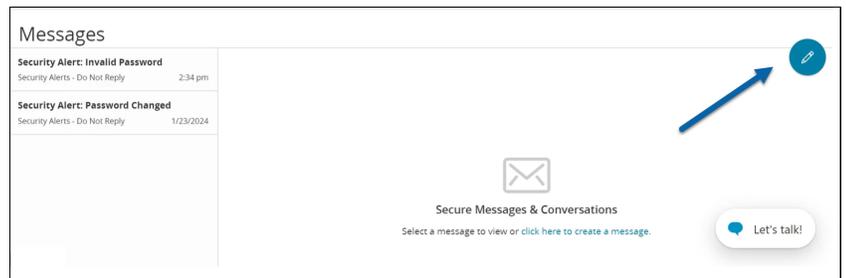
**NOTE:** The 'Messages' feature is a secure messaging function which allows for two-way communication between the online banking user and Cedar Point Federal Credit Union. Since the message is delivered securely within the Online Banking system, sensitive material.

1. Select the 'Messages' menu.

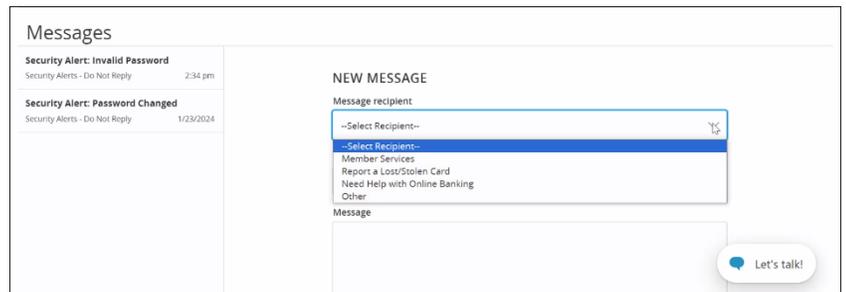


**NOTE:** Both incoming and outgoing messages will appear in the column directly to the right of the menus in descending date order (newest on top).

2. Click pencil icon on the right side of the screen.



3. Select the appropriate 'Message recipient' from the drop-down menu.



- 4. Enter the desired 'Message Subject' and 'Message'.

**NEW MESSAGE**

Message recipient  
Member Services

Message subject  
Sample Message

Message

Go back Send message

- 5. Click 'Send Message' at the bottom of the screen to submit the message.

- 6. Select the arrow icon beneath the pencil to reply to a secure message or the trash bin to delete the message.

TEST BROADCAST

This message should never expire

Member Services 11/15/2017 - 8:56 AM

Test message