ēCO Virtual Branch Online Banking How-To Guide

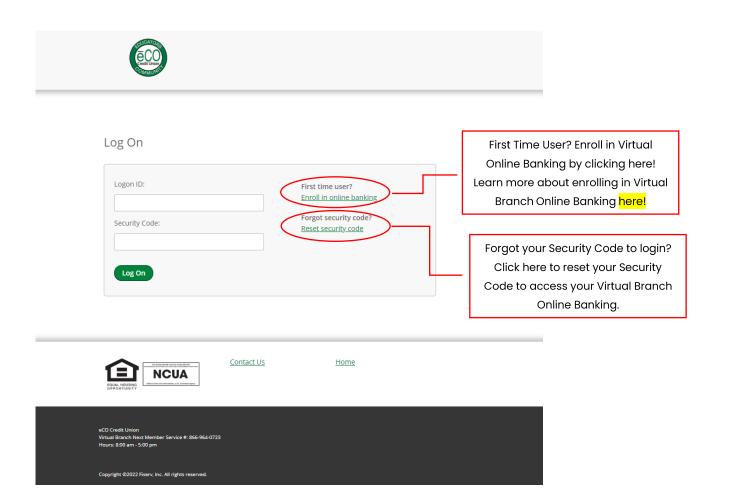
Whether you're at your desk, on the couch, or on the go you'll discover a refreshingly simple way to manage your accounts in real-time with ēCO Virtual Branch Next. With our suite of upgraded online banking services, you'll have the tools you need to help achieve your financial goals. It makes managing your money easier than ever, and it's fully secure. Information when you need it, where ever you are. Let's take a quick tour of the new site:

To access ēCO Virtual Branch, simply visit www.ecocu.org. On the homepage of our website, you may notice a slight change in the way you access Virtual Branch. No need to worry, you will use your existing Login ID and Security Code to login into Virtual Branch. Once you enter your existing Login ID and Security Code you may be asked to answer the Security Questions you selected upon enrolling in Virtual Branch online banking.

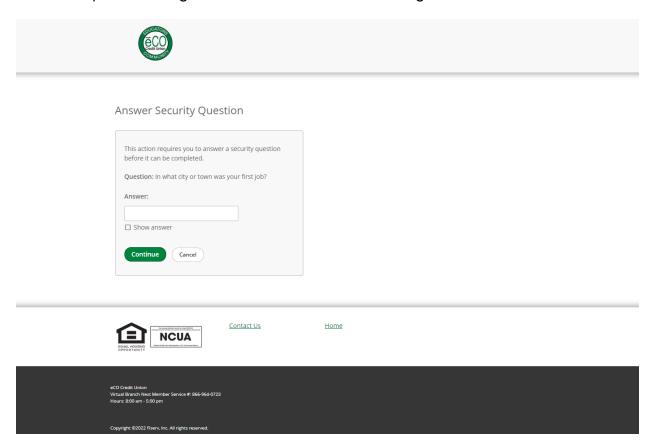


Additionally, you may visit https://ecocu-dn.financial-net.com/web to login or enroll in Virtual Branch online banking.

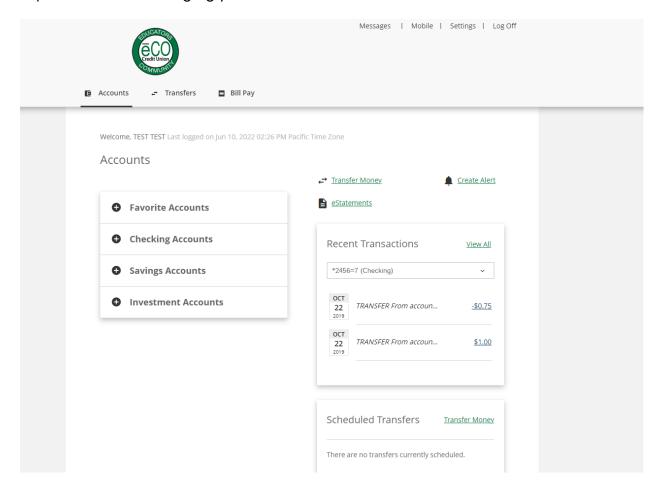
Whether you access Virtual Branch online banking from ēCO's website or the direct link to Virtual Branch online banking, first time users are able to enroll in Virtual Branch online banking or existing users are able to reset their Security Code if needed. Users that are already enrolled in Virtual Branch online banking will use their existing login information to gain access.



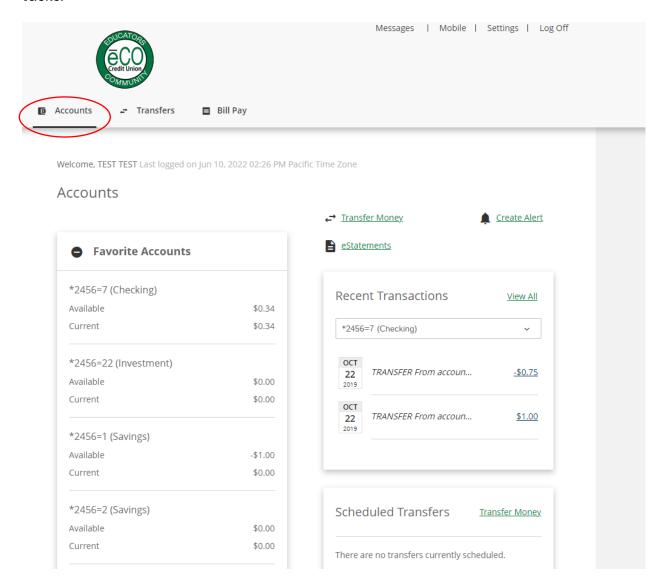
Upon logging in, existing users may be prompted to answer the Security Questions that were selected upon enrolling in Virtual Branch online banking.



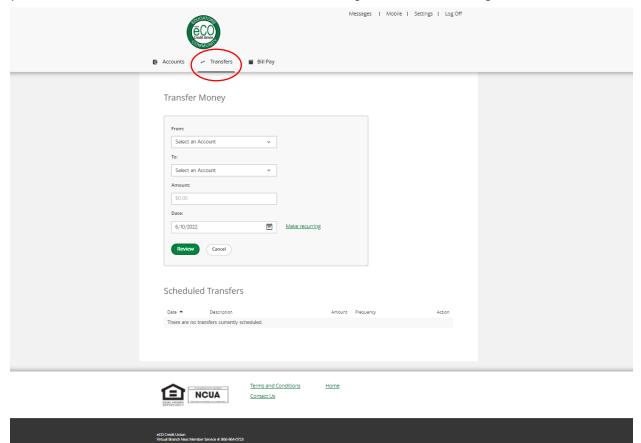
Once you have logged into your Virtual Branch online banking you will notice a few changes to the look of the site, as well as some new tools and features added to help make your online banking experience and managing your ēCO accounts easier.



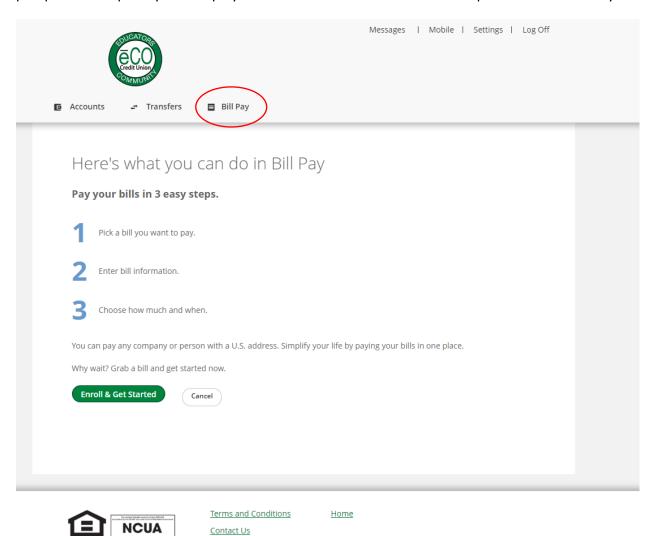
Select the Accounts Tab to glance over your balances, view recent transactions, and preview upcoming transfers. Plus, you can apply for a loan and perform a variety of other convenient tasks.



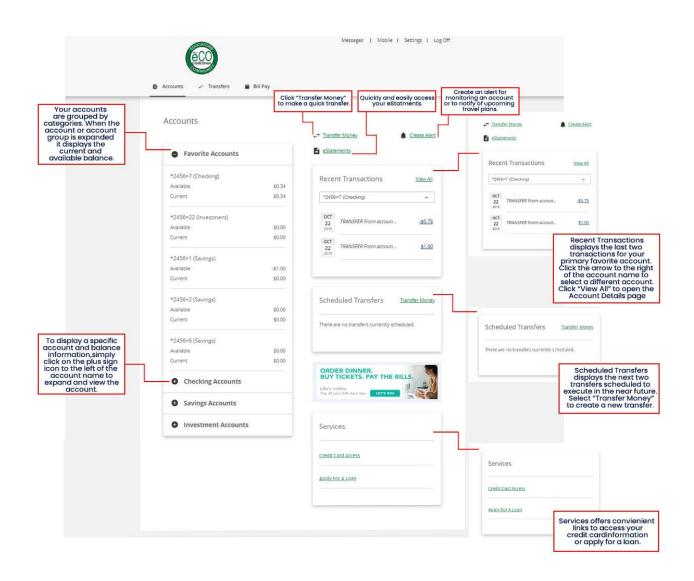
Transfers is where you control the movement of money. You can quickly create new transfers, including transfers that occur on a regular basis. On the right, you'll find links for requesting both incoming and outgoing ACH transfers. Below, you'll find a list of your scheduled transfers where you can review the transfer details, make changes or if it's no longer useful, delete it.



Bill Pay service opens your payment calendar center where you can add both companies and people, then quickly make payments. Even schedule bills to be paid automatically.

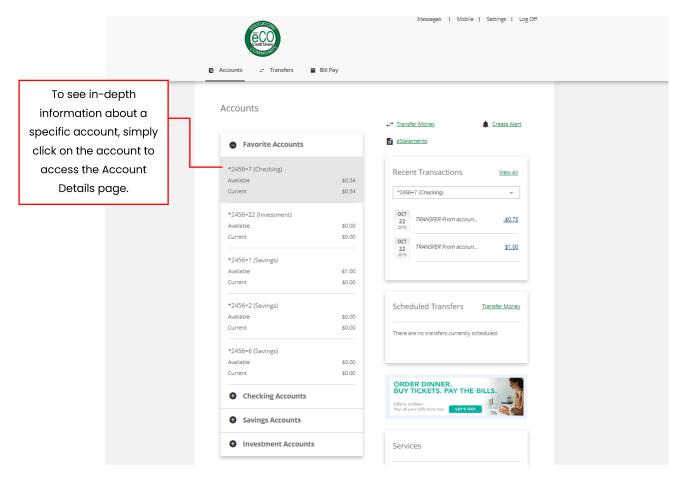


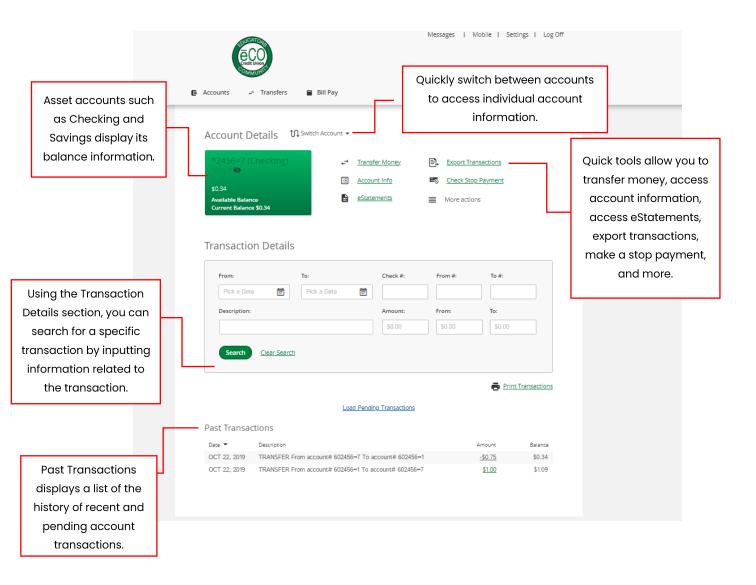
Accounts is like your dashboard, offering an at-a-glance snapshot of your current activity, including balances, recent transactions, and upcoming transfers. Your accounts are grouped by category such as Checking, Savings, and Loans. Expanding a group displays its accounts. To view an account, just select it. On the right, you'll find a variety of convenient links. You can make a Quick Transfer, create alerts, and view your recent statements. By default, Recent Transactions displays the last two transactions for your primary favorite account. Selecting a transaction displays its details. You can view the transactions for another account or select View All to open the account details page for the selected account. Scheduled Transfers displays the next two transfers scheduled to execute in the near future. Selecting the amount displays its details. View All opens the Transfers screen where you can view a list of all your scheduled transfers. Finally, Services offers convenient links that you might find helpful.



Account Details

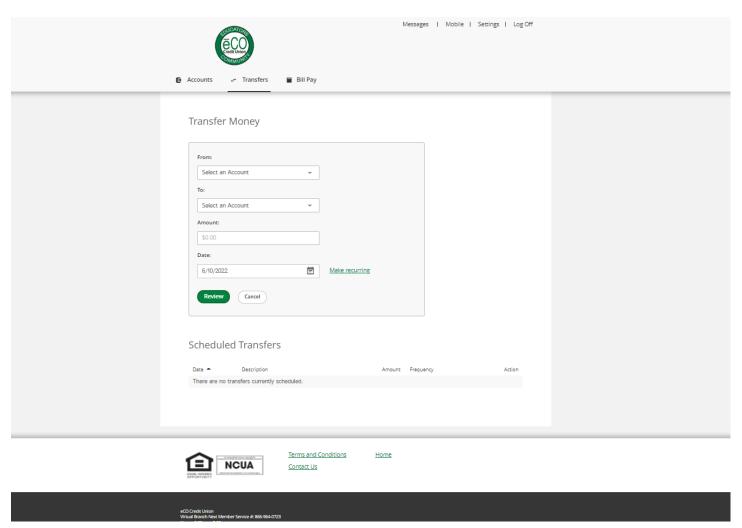
You can view the details of an account by selecting Accounts, then selecting an account from your list. From the Account Details page, you'll find in-depth information for the selected account, which will vary depending on the type of account that's selected. Typically, asset accounts such as Checking and Savings display its balance information, a series of related actions you can take, and the accounts transaction history, including any transactions that are still pending. Selecting a transaction displays its details. And if the transaction includes a check icon, you can view the front and back of the item. To search for a specific transaction, simply enter the criteria you're looking for. For example, a specific time period, check number, description, or amount. Then search to filter your list. Depending on the type of account, actions may include transferring money, including transfers to other members, viewing account Info, exporting transactions to your desktop, stop payments, and more. To view the details for another account, simply select it from the list.





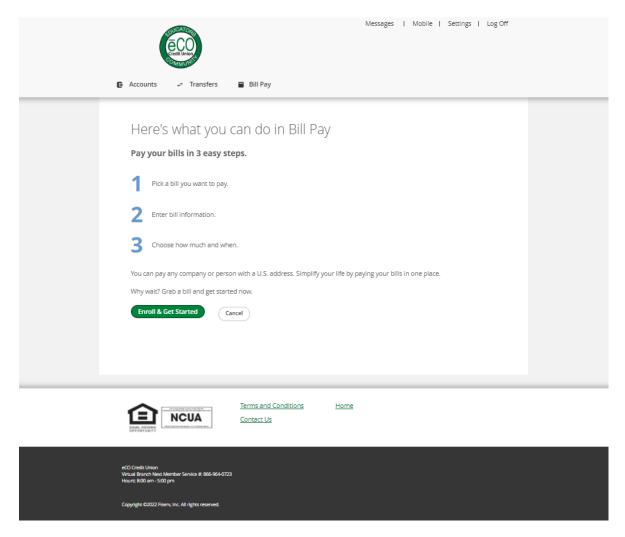
Transfers

Transfers is where you control the movement of money. You can create instant transfers, including authorized transfers to other members. You can schedule them in the future, and if you'd like, make them recurring. And if needed, you can request a transfer be stopped. Below you'll find your scheduled transfers. To create a new transfer, simply select the account you want the money taken from and the account you want the money moved to. Then enter the amount. Selecting today's date will transfer the money in real time. Selecting a date in the future schedules it for the selected date. If you'd like your transfer to repeat on a regular basis, simply enter the frequency. Update the first transfer date and enter the number of transfers to execute. When ready, review your transfer. If everything looks correct, make your transfer. That's it. If your transfer is immediate, the funds are moved in real time. If it's recurring or scheduled for a future date, it's added to your list, and the funds will be transferred on the selected date. Scheduled transfers can be edited or deleted any time.



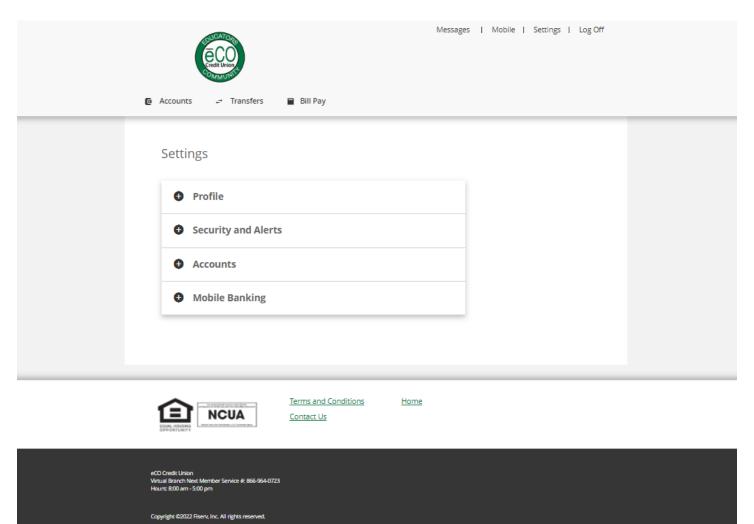
Pay Bills

Selecting the bill pay service opens your payment center where you can add both companies and people, then quickly make payments. Even schedule bills to be paid automatically.



Settings

Settings is where you manage your personal information, such as your Profile, Security and Alerts, Account settings, and the mobile devices you use. Selecting Profile lets you update your username and password, your mailing address, phone number, and email, as well as your language preference and time zone. Selecting Security And Alerts lets you manage the security questions used to verify your identity, the alerts you use for monitoring your accounts, and any travel plans you'd like to notify us about. Accounts is where you manage your account preferences, such as nicknames and which accounts appear as favorites. It's also where you request access to other members' accounts. And finally, Mobile Banking lets you manage which mobile devices are authorized to access your information, along with which services and apps associated with them. To make a change, just select the category and the setting you'd like to change. Then update the information.





→ Transfers

■ Bill Pay

Settings

Profile Logon ID

Your Logon ID to log on to online banking.

Security Code

Your Security Code to log on to online banking.

Address

To contact you via postal mail.

Phone Number

To contact you via phone or text message.

Email Address

To contact you via email or receive alerts.

Time Zone

Your default display time zone.

- Security and Alerts
- Accounts
- Mobile Banking

Security and Alerts

Security and Alerts is where you change the security questions used to verify your identity, manage your alerts, and notify us of any upcoming travel plans to help ensure your cards work as expected while you're away. To update your security questions, simply choose the questions, and provide answers that you'll remember. When ready, save your changes. Selecting alerts lets you create new alerts and review the active alerts you've previously set up. To create a new alert, begin by selecting the alert type, for example, Account Balance above / below amounts. Depending on your selection, you'll define the specific information that controls when a notification is sent. For this example, select the account to watch and the balance limits you're interested in. Then, where you'd like to be notified. When ready, review your alert, and if everything looks correct, Save it. That's it. You'll see your new alert added to your Active Alerts list. From here, you can review its details, make changes, or if it's no longer useful, delete it. Selecting Travel Notifications offers a convenient way for you to let us know you're planning a trip, so that any cards you might use while traveling aren't denied due to suspicious activity. Just tell us where you're going, the dates you'll be traveling, the cards you might use while you're gone, and if needed, a contact number where you can be reached. That's it! Once saved, the information is stored in our system and helps ensure that the cards you've indicated continue to work as expected.



→ Transfers

■ Bill Pay

Settings



Security and Alerts

Security Questions
For identity verification in online banking.

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Alerts

For managing and setting alerts on your accounts.

Accounts

Mobile Banking



Terms and Conditions

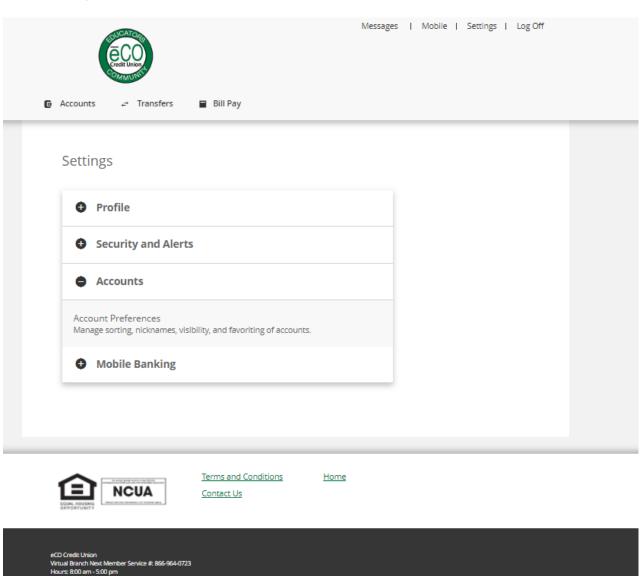
Contact Us

<u>Home</u>

eCO Credit Union Virtual Branch Next Member Service #: 866-964-0723 Hours: 8:00 am - 5:00 pm

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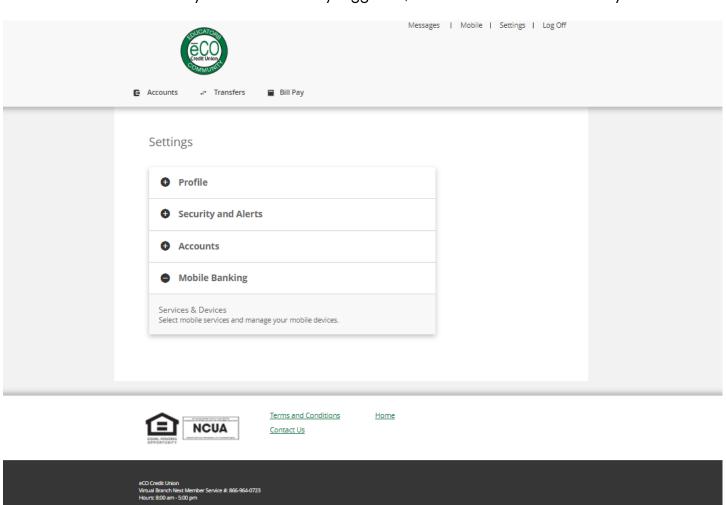
Accounts is where you manage your account preferences. Selecting Account Preferences lets you customize the order in which they appear, change the nicknames, and select which accounts appear as favorites. To move an account, simply drag it into your preferred position. The order displayed is the order in which your accounts will appear throughout the site. Selecting Edit lets you change the nicknames displayed online. You can also hide accounts, which removes them from the accounts page as well as any other account list with the exception of Bill Pay, and any past activity related to the account. Add To Favorites groups the account with other favorite accounts and places them at the top of the accounts page for easy access. Finally, the uppermost favorite account will be the default account used for displaying recent transactions on the Accounts page.



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Mobile Banking

Mobile Banking is where you manage the mobile devices authorized to access your information, along with which services and apps that are associated with them. Selecting Services and Devices lets you manage the devices for both SMS Services as well as mobile Apps. To add a new SMS device, simply enter the phone number. Once saved, an activation code will be sent to the number. Just enter the code to activate the device. That's it. The device will be activated and added to your list. To begin using the device, just select the services you're interested in, or if the device should be removed, delete it. When finished, save your changes. Mobile Apps displays a list of authorized devices along with convenient links to download our mobile banking app. Simply download the app to your device. Once installed, log in using the same credentials you use to log in from our website. Once you've successfully logged in, the device will be added to your list.



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