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Text Banking Instructions
Add Alert

Overview:
This section will allow you to set up push alerts for specific accounts at designated times. These alerts are designed to provide you information automatically without any interaction as they will be automatically generated. Below is a list of Text Alerts that can be generated:

Daily Balance Alert:
Daily Balance Alerts will automatically push a balance alert from a desired account at specific times throughout the day.

Balance Threshold Alert:
Balance Threshold Alerts will automatically push a balance alert when your balance meets the threshold criteria that is input in the setup parameters.

Monthly Balance Alert:
Monthly Balance Alerts will automatically push a balance alert from a desired account on specific times and days of the month.

Transaction Alerts:
Transaction Alerts will automatically push alerts when specific transactions occur on the accounts in which the Transaction Alerts are setup. The Transaction Alerts have different transactional categories to choose from. Each category will have a description location on the selection menu in order to limit confusion on what the category will provide. Below is the complete listing of Transaction Alert Categories to choose from:

- ***Debit Card***
  - This Text Alert Category will generate a text notification when a Debit Card Transaction occurs on the specified account that is setup.
- ***ACH Items***
  - This Text Alert Category will generate a text notification when an ACH Transaction occurs on the specified account that is setup.
- ***Wires***
  - This Text Alert Category will generate a text notification when a Wire Transaction occurs on the specified account that is setup.
- ***Paper***
  - This Text Alert Category will generate a text notification when a Paper Transaction occurs on the specified account that is setup.
- ***Internet Banking Transfer***
  - This Text Alert Category will generate a text notification when an Internet Banking Transfer occurs on the specified account that is setup.
- ***Telephone Banking (IVR)***
  - This Text Alert Category will generate a text notification when a Telephone Banking Transaction occurs on the specified account that is setup.
- ***All Transactions***
  - This Text Alert Category will generate a text notification for All Transactions listed on the specified account that is setup.

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Text Banking Instructions
Manage Alerts

- **Overview:**

  This section will allow you to edit or delete previously set up Text Alerts by selection the appropriate alert and editing or swiping the screen on the desired alert to delete.

- **Edit Existing Alert:**

  Select the Active Alert that needs to be modified. Change the information that needs to be updated and submit.

- **Delete Existing Alert:**

  Existing Alerts can be deleted from the Manage Alert screen by simply swiping the alert row. Alerts can also be deleted from the edit screen by selecting "Yes" of the Delete Alert Section and submitting.

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Text Banking Instructions
Two-Way Text Banking

Overview:
This section will allow you to setup accounts to utilize Two-Way Text Banking. If you have previously added an alert before adding any accounts for Two-Way Text Banking those accounts will show in the listing as Not-Active, otherwise select the accounts tab to choose the desired account.

To activate an Account:
- If an account is already listed and marked Non-Active you can swipe the screen on the account to activate.

To de-activate an Account:
- If an account is already listed and marked Active you can swipe the screen on the account to de-activate.

Two-Way Banking Command Instructions:
Short Code: 39257
Sample Text Message: Text BAL to 39257

List of Commands:

BAL - Will return balance for all accounts that are active
BAL 1224 or BAL Pseudo Name - Will return balance for specific account
HIST - Will return last 5 transactions for all accounts that are active
HIST 1224 or BAL Pseudo Name - Will return last 5 transactions for specific account
XFER - XFER + From Acct + To Acct + Amount
Example: XFER 1224 6321 5.00
Example with Pseudo Names: XFER ck1 ck2 5.00
HELP - Will return list of commands
SUSPEND or STOP - Will suspend or stop the service

*** Please note that Text Banking Commands are not case sensitive*

*** Text Banking Commands will not work if a signature line is attached in the text message or if there is any other verbiage or characters such as a carriage return (Enter)*

Text Banking Instructions

Update Profile

Overview:
This section will allow you to update the mobile number that is assigned to you for all Text Banking functions.

Select Profile:
Select the Profile for the mobile number that needs to be updated

Mobile Number:
Key in the 10 digit Mobile Number that needs to be changed for Text Banking and Submit. A message will delivered to the old Mobile Number and the new Mobile Number assigned informing the user that the Profile has been updated.