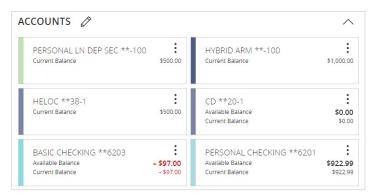
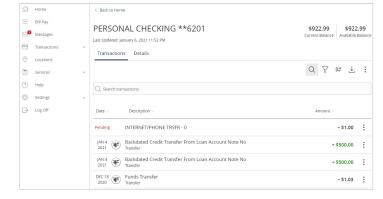
## **Account details & history**

1. From the Home screen, click on an account tile to view the account. Accounts that include the label External are at a different financial institution.



**2.** You can view the transactions, or the account details, by choosing the appropriate tab.

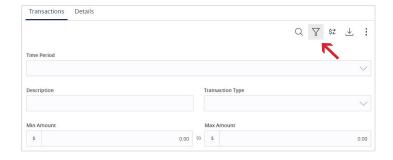


**3.** You can view a listing of historical transactions, with the latest transaction at the top by default.

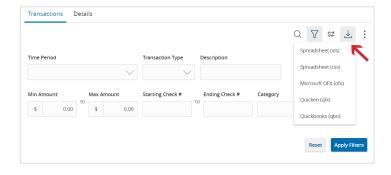
**4.** You can search for transactions by typing directly into the search box.



**5.** Select the "Filters" icon to view the various search criteria for transaction history. Enter as many as you like and click Apply filters.



**6.** You can download the transactions in a number of popular formats. Choose the format you would like.



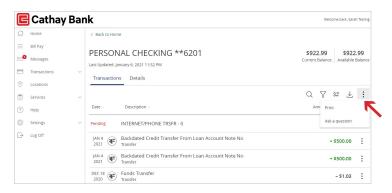


7. You may see some transactions displaying an icon to the left of the description. These have an associated check image. Click on the transaction to view the front and back of the image.



## **Account Inquiry**

Click on the 3 dots above the Amount column to Ask A Question. This creates a secure message directly related to the account in question.



## **Transaction Inquiry**

Click on the 3 dots next to the transaction amount to Ask A Question. This creates a secure message directly related to the <u>transaction</u> in question.

