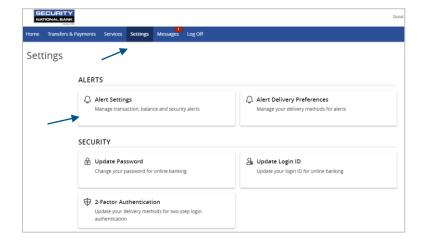
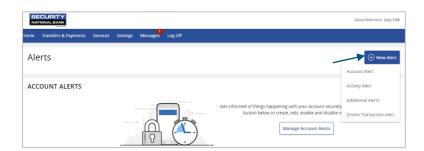
# **Setting Up Alerts**



1. Select the 'Settings' menu and then select 'Alerts Settings'.



2. Click the 'New Alert' button and select the desired type of alert from the drop-down menu.

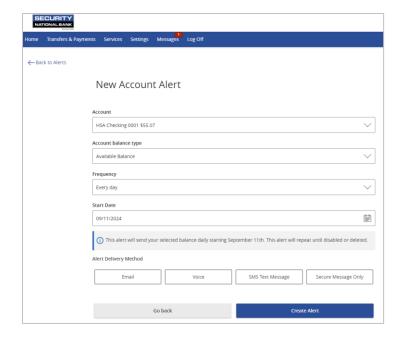


## **Setting Up Alerts**



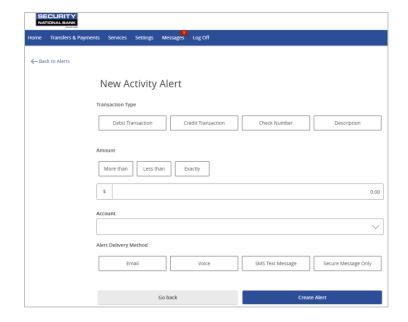
#### **Account Alerts**

- 1. Select an 'Account'.
- 2. Select an 'Alert balance type'.
- 3. Select an 'Alert Frequency'.
- 4. Select the 'Start date'.
- 5. Select the desired 'Alert Delivery Method'.
- 6. Enter the necessary information.
- 7. Click the 'Create Alert' button.



### **Activity Alerts**

- 1. Select a 'Transaction Type'.
- 2. Select the amount comparison and dollar amount.
- 3. Select the 'Account'.
- 4. Select the desired 'Alert Delivery Method'.
- 5. Enter the necessary information.
- 6. Click 'Create Alert'.

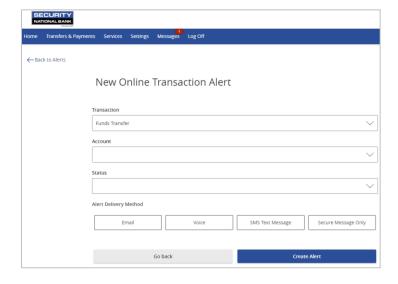


# Setting Up Alerts



#### **Online Transaction Alerts**

- 1. Select a 'Transaction' type.
- 2. Select the 'Account'.
- 3. Select the 'Status' of the transaction.
- 4. Select the desired 'Alert Delivery Method'.
- 5. Enter the necessary information.
- 6. Click 'Create Alert'.



### Security Alerts

NOTE: Security alerts are listed at the bottom of the screen. Select the carrot icon to expand the listing of available alerts. Some alerts are clickable and may be turned on or off. The most critical alerts are mandatory and cannot be turned off. These alerts are greyed out.

1. Select edit delivery preferences to modify how and where to receive security alerts.

