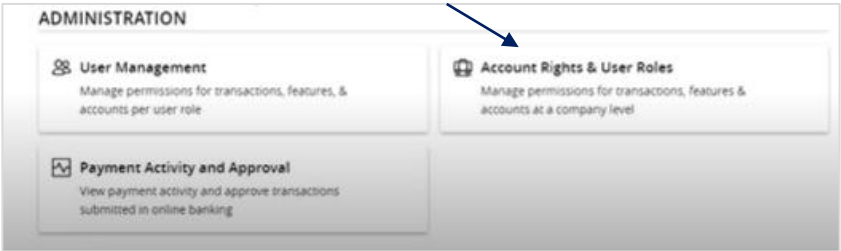
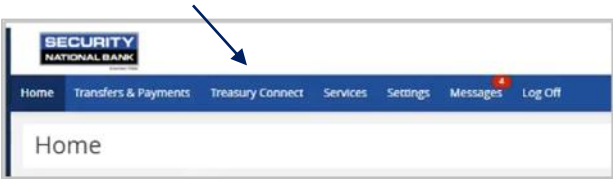


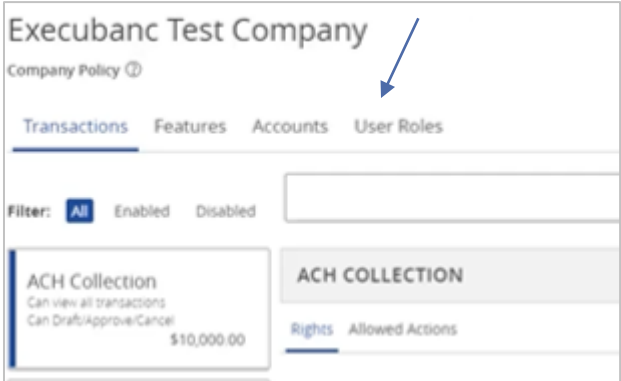


NOTE: User Roles are created to control feature entitlements and dollar limits for one or more company users.

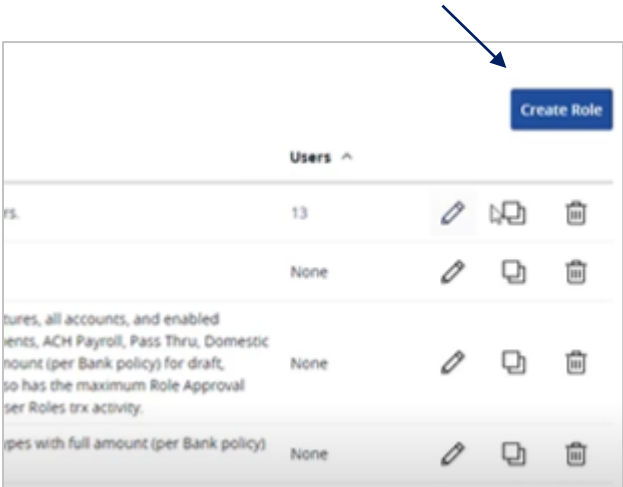
- 1. Click on 'Treasury Connect' then select the 'Account Rights & User Roles' tile.



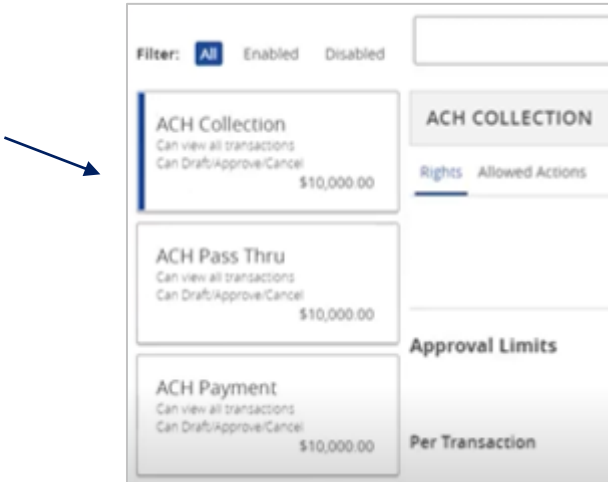
- 2. Under the 'User Roles' tab chose the 'Create Roles' option.



Questions? Please call our Treasury Operations Team toll-free at 877-686-3590.



3. Select a transaction type that you would like to set parameters around by clicking on the transaction name.

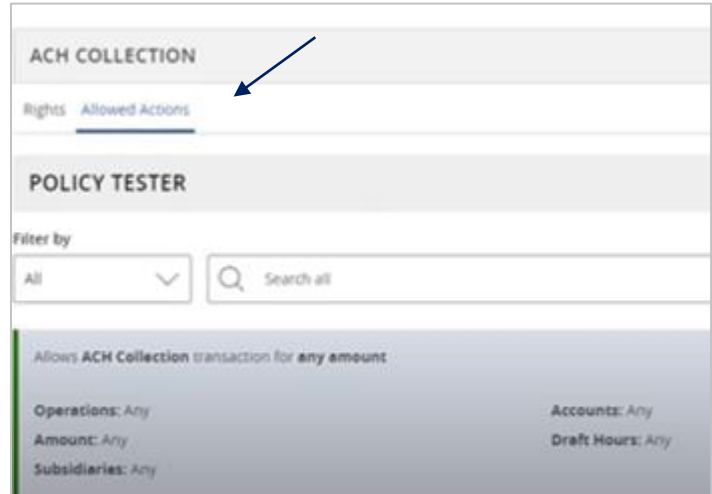


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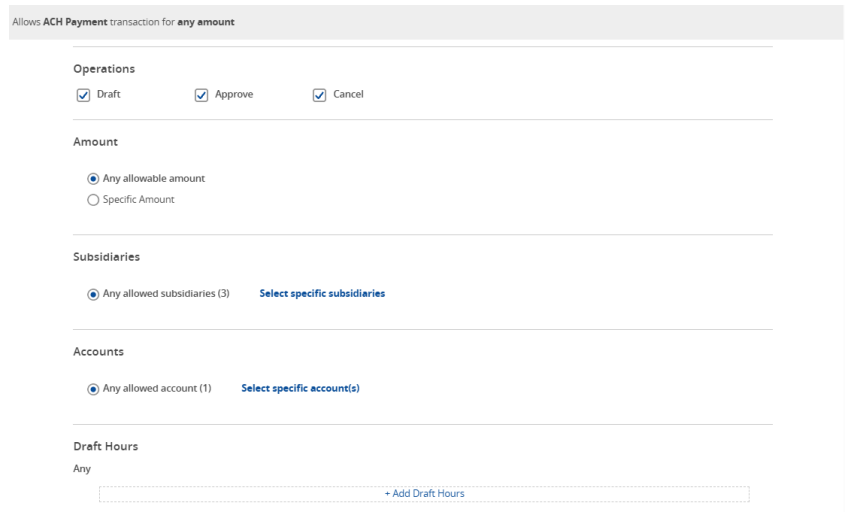


Allowed Actions

1. One or multiple levels may be set up to establish general or specific user limitations.



2. Click on the 3-dot menu to edit the initial allowed action. This will initially be set to the widest user permissions available for the user role.



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Operations

- 1. Select the 'Operations' box. Specify the allowed operation(s) for the selected transaction type.
 - a) 'Draft' allows a user to initiate a transaction.
 - b) 'Draft Restricted' allows a user to only access an assigned ACH or wire template. It does not allow a user to edit existing templates or add new templates. One-time payments and recipient maintenance within existing templates are also not allowed.
 - c) 'Approve' allows a user to authorize a transaction.
 - d) 'Cancel' allows a user to cancel a drafted or authorized transaction.

The screenshot shows a form titled "Edit Allowed Action" with a sub-header "Allows ACH Collection transaction for any amount". Under the "Operations" section, there are three checked checkboxes: "Draft", "Approve", and "Cancel". An arrow points to the "Operations" section header.

Amount

- 1. Select the 'Any allowable amount' option or 'Specific Amount' to enter the amount for the allowed action.

The screenshot shows the same "Edit Allowed Action" form. In the "Amount" section, the "Any allowable amount" radio button is selected, and an arrow points to it.

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Subsidiaries

- 1. Select the 'Subsidiaries' box. Choose the subsidiary or subsidiaries allowed for this transaction type.

The screenshot shows a form with three sections: 'Amount', 'Subsidiaries', and 'Accounts'. In the 'Amount' section, 'Any allowable amount' is selected. In the 'Subsidiaries' section, 'Any allowed subsidiaries (3)' is selected, and there is a link 'Select specific subsidiaries'. In the 'Accounts' section, 'Any allowed account (0)' is selected, and there is a link 'Select specific account(s)'. A blue arrow points to the 'Subsidiaries' section.

Accounts

- 1. Select the 'Any allowed accounts' option or choose 'Select specific accounts' to specify the account(s) allowed for this transaction type.

The screenshot shows a form with three sections: 'Amount', 'Subsidiaries', and 'Accounts'. In the 'Amount' section, 'Any allowable amount' is selected. In the 'Subsidiaries' section, 'Any allowed subsidiaries (3)' is selected, and there is a link 'Select specific subsidiaries'. In the 'Accounts' section, 'Any allowed account (0)' is selected, and there is a link 'Select specific account(s)'. A blue arrow points to the 'Amount' section.

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Tiered Actions

1. To add additional allowed action to further limit the users access, Click on 'Add Allowed Action'

NOTE: In the image for the allowed action, this user is now limited to a draft-only status, for \$5,000.00 or less on the specified account. If the user were to send a transaction on the non-specified account, the allowed action for the account would be in effect and allow for the specified access to any additional accounts.

Questions? Please call our Treasury Operations Team toll-free at 877-686-3590.



Optional: Click 'Open Policy Tester' to validate the User Role functionality to assure the setup is correct. In this case, the transaction will process with no issues on the account indicated in the first allowed action, however for the account selected in the second allowed action, since it is over the dollar amount it will not process.

Operation	Amount	Account
Draft	\$ 6,000	Test SBA Account
Subsidiary	SEC Code	IP Addresses
Security National Bank	PPD	192.168.20.*
Location	Day	Hour Minutes AM / PM
United States	Any	12 00 PM
<input checked="" type="checkbox"/> Auth code provided	<input type="checkbox"/> Template used	Test

Filter by: All Search all **Add Allowed Action**

This transaction will be allowed.

<input checked="" type="checkbox"/> Bank Allowed	<input checked="" type="checkbox"/> Company Allowed	<input checked="" type="checkbox"/> User Role Allowed
--	---	---

- Allows ACH Payment transaction for any amount
- Allows ACH Payment transaction Draft less than or equal to \$5,000 from Test SBA Account by Security National Bank using PPD

2. A third allowed action can also be added to the system if needed, to restrict access to a different account.

ACH PAYMENT Enabled

Rights Allowed Actions

POLICY TESTER

Filter by: All Search all **Add Allowed Action**

- Allows ACH Payment transaction for any amount
- Allows ACH Payment transaction Draft less than or equal to \$5,000 from Test SBA Account by Security National Bank using PPD
- Allows ACH Payment transaction Approve less than or equal to \$2,000 from Test Commercial Account by Treasury Connect Test Company using CCD

Questions? Please call our Treasury Operations Team toll-free at 877-686-3590.



Rights

- On the Rights tab, select the appropriate right for the user role's ability to view transactions in the 'Activity Center'.
 - Can view transactions initiated by any Online Banking user within the company.
 - Can only view the user's own transactions.
 - Can view transactions initiated by users who are assigned to the same user role.
 - Cannot view any transactions.

ACH COLLECTION Enabled

Rights Allowed Actions View All

Approval Limits

	Maximum Amount	Maximum Count
Per Transaction	\$ 10,000.00	
Daily Per Account	\$ 10,000.00	10,000
Daily	\$ 10,000.00	10,000
Monthly	\$ 30,000.00	10,000

Role: All, Account, Own, None

Questions? Please call our Treasury Operations Team toll-free at 877-686-3590.



Approval Limits

- 1. Under 'Approval Limits' you can view and modify the dollar and count limits assigned.

Approval Limits

	Maximum Amount	Maximum Count
Per Transaction	\$ 10,000.00	
Daily Per Account	\$ 10,000.00	10,000
Daily	\$ 10,000.00	10,000
Monthly	\$ 30,000.00	10,000

Features

- 1. Select the 'Features' tab to view and modify the non-transactional features. Select features you wish to enable or disable.

Transactions **Features** Accounts

FEATURES ?

Q

RIGHTS

<input checked="" type="checkbox"/> Access Incoming/Outgoing Wire Alerts	<input checked="" type="checkbox"/> Access to all payment templates
<input checked="" type="checkbox"/> Allow one-time recipients	<input checked="" type="checkbox"/> Can view all recipients
<input checked="" type="checkbox"/> Manage Recipients	<input checked="" type="checkbox"/> Manage Users
<input checked="" type="checkbox"/> Recipient upload from batch	<input checked="" type="checkbox"/> Statement Image

Questions? Please call our Treasury Operations Team toll-free at 877-686-3590.



Accounts

- 1. Select the 'Accounts' tab to view and modify the account entitlements by selecting the checkmark or circle with a slash under 'View', 'Deposit' or 'Withdraw'.

Number	Name	View <input type="checkbox"/>	Deposit <input type="checkbox"/>	Withdraw <input type="checkbox"/>	Labels
4525	Commercial Checking	⊘	⊘	⊘	
3210	Executive Line	⊘	⊘	⊘	Demo Text
3000	Small Business	⊘	⊘	⊘	
0006	Rewards Checking	⊘	⊘	⊘	
4527	Small Business	⊘	⊘	⊘	Holding
4527	Employee Rewards	⊘	⊘	⊘	Demo Text

Repeat steps above for each transaction type if additional tiered allowed actions are needed.

Save the User Role by selecting the 'Save' button.

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