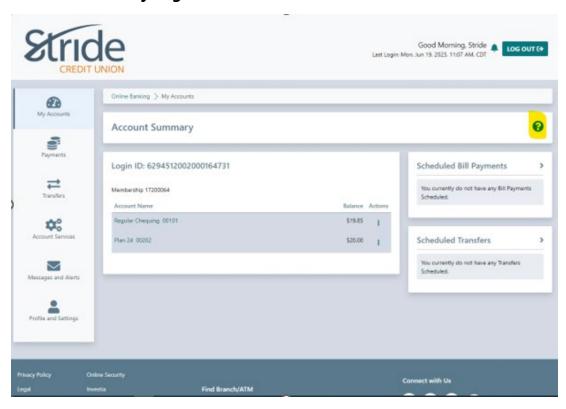


### My Accounts - Basic Navigation / Left-Hand Menu Functionality

Upon logging in to your Stride Credit Union Online Banking, you are presented with a functionable, easy-to-view screen, with numerous options to choose from. We will cover briefly what each of the menu items contain.

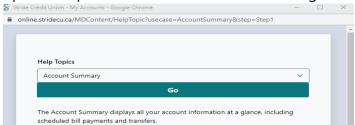
#### **Account Summary Page**



- We see the operational menu on the left-hand side.
- If you select the three dots under Actions, you have the following options:
  - View Account Activity
  - Transfer Money (between accounts / Member 2 Member)
  - o Pay Bills
  - Send e-Transfer
  - Rename Account

TIP – Rename Account – Limit of 28 alpha-numeric characters. No symbols allowed.

- Right-hand side shows you any Scheduled Bill Payments within 7 days, as well as any Scheduled Transfers (loan & mtg payments, pre-authorized transfers) to be completed within 7 days.
- By clicking on the highlighted Question Mark (right-hand side), this will pull up the Help menu, which covers a wide-range of topics.



- When prompted with 'Go back to Account Summary page,' the 'Account Summary' Landing page is where you'll be directed.

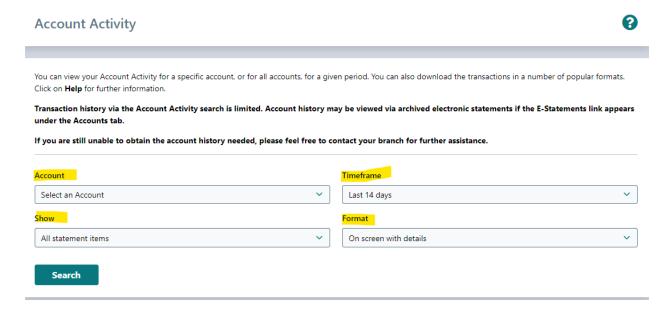


### My Accounts > My Accounts

If you select My Accounts > My Accounts from any screen in online banking,
 it will take you back to the Account Summary Page (page 1).

## My Accounts > View Account Activity

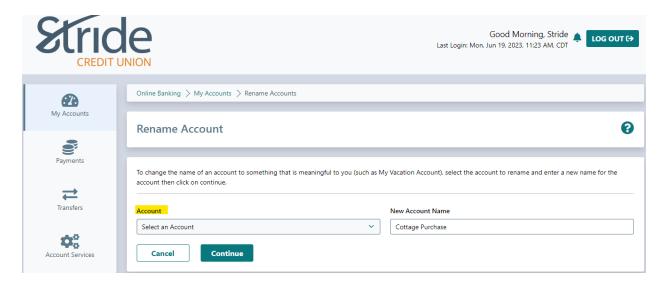
- You can view transaction history within a set timeframe within your accounts.



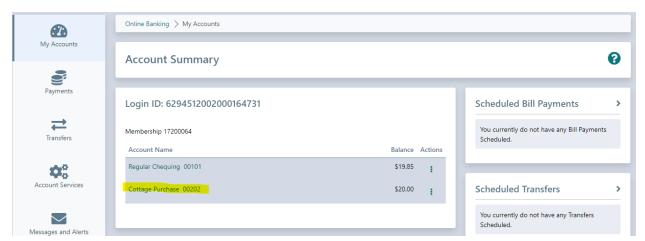
- Account Drop-down = Select any account viewable on online banking
- Timeframe = specify your range by days, months, years, or specific date range.
- Show = Filter out required transactions, options include Deposits only,
  Withdrawals only, Cheques only, or Billy Payments only. You can also search by description, amount, cheque # and confirmation #.
- Format = you can download the info to desired 3<sup>rd</sup>-party accounting software. Software includes Quicken, QuickBooks, Microsoft Money, Sage 50 Accounting, as well as PDF & Excel copies.

# My Account > Rename Account

- This allows you to help identify your accounts by giving them a name.
  - o Limit of 28 alpha-numeric characters, no symbols allowed.
- Account Drop-down = Select the account you wish to rename.
- New Account Name = Input Account Name. Eg: Cabin Purchase, New Puppy, Rainy Day, Retirement etc.



This is what your Account Summary screen will look like after Renaming Account. Notice the account now reflects the change.



## My Account > View e-Statements

- This allows you to view or print your account statements.
- From the Statement Year drop-down, you can select the year, going back as far as 7 years.
- When you find the desired statement, select the open the statement in a new window in PDF form. You can now print or save, whichever is preferred.

