

Online Banking

The Site Basics Guide

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Getting Started

New User Login

Welcome to Mission Bank! Our website is www.missionbank.bank.

New users to Online Banking will receive a setup email from Mission Bank containing a secure link for them to establish their login ID and create a password.

Users have seven days to select the link in the email and establish credentials, or the link becomes inactive.

After your user credentials are established, you will be prompted to complete the setup by activating up two-factor authentication (2FA):

	☑ Voice or text message Verification codes are sent to your phone.
Protect your account with 2-step verification	Authy Verification codes are sent to your phone or the Authy app.
Each time you sign into your account on an unrecognized device, we require your password and a verification code. Never share your code with anyone. Add an extra layer of security	Authenticator app Using a different authenticator app? We support using any authenticator app using either a QR code scan or manual code entry.
Enter your password and a unique verification code. Keep the bad people out Even if someone else gets your password, it won't be enough to sign into your account. Get started	Symantec VIP Use Symantec VIP authentication to sign into your account. We support digital and hard tokens.
Let's set up your phone Provide a phone number that we have on file. On sign in, this number will be used to contact you with a unique verification code to confirm it's you. Message and data rates may apply.	How do you want to get codes? We will send a one-time code to the phone number you provided. It will be valid for 5 minutes. Text message/SMS (2FA program) Message and data rates may apply.
+ 1 US/Canada	Reply HELP for help and STOP to opt out. SMS terms Privacy policy O Phone call
Next Need help?	Send code Need help?

Confirm phone number	
We will be sending you a text message shortly at •••••5406 with your verification code. This code will expire after 5 minutes.	
Verification code	
Don't ask for codes again while using this browser	You're all set! From now on, when prompted for a verification
Verify	code upon sign in you can receive that code from a text message to this phone number.
Resend Code	Done

Site Overview

Dashboard

Each user can configure the dashboard according to their preferences.

MISSION BANK				
B Dashboard	Hi there!			J
Messages	Dashboard cards allow you to customize your expension any card's " ••• " menu	rience! To add or re	move a card, select the "Organize dashboard" option	×
Accounts	Crganize dashboard			
Remote deposits	Accounts			
Support	General Acct	\$9.57	THE REAL PROPERTY OF	
	x9349	Available		
	Transactions	Q	Messages	
	TRANSFER X9349 TO X5745 BANNO TESTING May 24, General Acct	\$1.00		
	TRANSFER X9349 TO X5745 BANNO TESTING May 17, General Acct	\$1.23	No recent messages	
	BILL PAID-TEST CONF #1 May 16, General Acct	\$1.00	Card management	
J My profile	TRANSFER X9349 TO X5745 Apr 25, General Acct	\$8.00	E	?
			No available cards	

The information is presented on cards and there are some additional editing options available by clicking •••• in the upper right corner of each card.

Settings

Please note: To prevent unauthorized access, editing some of the settings will require the user to re-input their password for access.

There are two types of settings in Online Banking – User Settings and Account Settings.

User Settings

User profile settings can be reached from two places on the dashboard – under the user icon in the upper right corner or at the bottom left corner under My Profile.

	MISSION BANK					and the second	· · · · · · · · · · · · · · · · · · ·
	Dashboard	Hi there!					E
	Messages	Accounts		•••			
	Accounts	General Acct x9349		\$10.57 Available			
	Business RDC						
?	Support	Transactions		Q	Messages		
		د 0 deposits 🔘	0 withdrawals	Past 48 hrs			
						No recent messages	
		Bill pay					
		() 0 scheduled	0 sent	Past 30 days			
		S Pay a bill	Ray a person	Manage payments			
E	My profile ^]		ল্টে Organiz	ze dashboard		?

General settings apply to the user's personal information and preferences.

MISSION BANK	Settings		
Dashboard			
Messages	GENERAL	Profile	
C Accounts	Profile		
Business RDC	Security	E	
⑦ Support	 User alerts User agreement 	Elroy Jetson	
	User agreement	Edit preferred first name	
	ACCOUNTS	Email elroyj@astroent.com	
	Mission Bank	Business info	
		Name	
		ASTRO ENTERPRISES INC Address	
		123 GALAXY WAY ORBIT CITY, CA 93311-0000	
		Need to update your information? We can help! Contact us to get started.	?
E My profile ^			
MISSION BANK	Settings		
Dashboard	GENERAL	Security	<i>*</i>
Messages	(A) Profile	Username	
Accounts	Security	RoyJet Password	
Business RDC	🗘 User alerts	Edit	
Osupport	User agreement	Connected apps	Manage >
	ACCOUNTS	External app and website permissions that can access your account.	Manage 7
	Mission Bank	Direct Connect	Manage >
	мв	Approve connection requests for Intuit desktop products or Quicken.	Manage 7
		Two-factor authentication	
		Chabled for phone Edit settings	
		Recently used devices Check when and where specific devices have accessed your account.	
E My profile ^		Google Chrome on Wind ① This device	?
in hyprome x			

Please note: Direct Connect (shown above) establishes a connection from Online Banking to QuickBooks® or Quicken.

MISSION BAN	Settings		
Dashboard	GENERAL	User alerts	
Messages		Login from new device	
Accounts	 Profile Security 	Email	>
Business RDC	User alerts	Email address change Email	>
) Support	User agreement	Password change Email	>
	ACCOUNTS	Mobile phone change Email	>
	Mission Bank	Username changed Email	>

Account Settings

Account settings can be reached from either user **Settings**, or from the **Accounts** detail page on the menu panel.

MISSION BANK	Settings	and the second second	
 Dashboard Messages Accounts Business RDC Support 	GENERAL Profile Security User alerts User agreement ACCOUNTS	Mission Bank Show running balance Display a balance after each transaction Accounts Q General Acct x9349	
MISSION BANK Dashboard Messages	Mission Bank < Mission Bank General x9349 Display option		
 Accounts Business RDC Support 	Display in onli Display activit • This account	ine and mobile banking ty and transactions will be visible on the dashboard and account pages up and receive alerts for this account	

	MISSION BANK	Accounts		1	
	Dashboard			and the second	
	Messages	Accounts	٩	Totals	
C	Accounts	General Acct x9349	\$10.57 Available	(\$) CASH \$10.57 1 account	
	Business RDC				
?	Support		Organize accounts		
	MISSION BANK	General Acct~			\$10.57
	Dashboard	x9349			Available ①
	Messages	Transactions			
	Accounts	TRANSFER X9349 TO X5745 BANNO TESTING		tements Stop payments prefere	

There is also a settings button for each account on the account's detail screen:

<u>Alerts</u>

Alerts are a very effective way of managing or monitoring certain activities. They are set up by individual users and the user has their choice of delivery methods for alerts: email, in-app message, or text message.

Similar to Settings above, there are two types of alerts in Online Banking – User Alerts and Account Alerts – and they are reached from the Settings pages.

<u>User Alerts</u>

The **User Alerts** shown below will always generate an email if a change is detected, and the user also has the option to receive the alerts via a text message or an in-app message, which appears under Messages on the menu panel.

MISSION BANK	Settings		
Dashboard		User alerts	
Messages	GENERAL		
C Accounts	Profile	Login from new device Email	>
Business RDC	Security	Email address change Email	>
⑦ Support	User agreement	Password change Email	>
	ACCOUNTS	Mobile phone change Email	>
	7. Mission Bank	Username changed Email	>

Login from new device	×
Receive an alert when there's a login from a new device.	
Email elroyj@astroent.com	
SMS	
In-app message	
Save	

Account Alerts

Account Alerts are set for each account and can monitor balance activity and/or transaction activity.

MISSION BANK	General Acct	\$10.57
Dashboard	x9349	Available ①
Messages	Transactions 🛨 🛱 Q 🎦 📼	△ 稔
C Accounts	TRANSFER X9349 TO X5745 BANNO TESTING \$1.23	Alert eferences Settings
MISSION BANK	✓ Account details	
Dashboard	General Acct	
Messages		
C Accounts	Display options	
Business RDC	Display in online and mobile banking	
③ Support	Display activity and transactions	
	 This account will be visible on the dashboard and account pages You may set up and receive alerts for this account 	
	Alerts and cards	
	Balance Transaction	
	You do not have any alerts saved.	
	+ Add alert	

	Alerts and cards
	Balance Transaction
Alerts and cards	You do not have any alerts saved.
Balance Transaction	Nations when a
You do not have any alerts saved.	Notify me when a Credit (deposit or earning) ~
Notify me when my balance is :	is over:
Notify by:	Notify by:
☐ Text ☐ Email erroy@astroent.com ☑ In-App Message	□ Text □ Email
Cancel Add alert	Cancel Add alert