

IMAGINE MORE[®].

BUSINESS BANKING DASHBOARD & TRANSACTIONS

At First Internet Bank, our goal is to make your online business banking simple. We hope you will find these instruction materials useful as you begin taking advantage of our online business banking capabilities.



DASHBOARD

i, lest company			Transfer funds
Balances			Total available cash ⊙
Checking		\$13.82	\$24.11
Basic Commercial Checking -		\$13.82	YETTE
Gavings		\$10.29	Net worth
ree - Marine		\$10.29	▼ 6M 9M 1Y
Latest activity	ACCOUNT	AMOUNT	March 2023 \$24.11 No change this month
Credit Interest Income February 28, 2023	Free	+\$0.01	100.0
External Test Account February 28, 2023	Basic Commercial Checking	-\$5.00	0 0 -0
External Test Account February 21, 2023	Basic Commercial Checking	-\$5.00	P
External Test Account February 15, 2023	Basic Commercial Checking	-\$3.00	~~ 0
		-\$5.00	0.0

This section provides an overview of the Dashboard in Online Banking.

Functionality can be accessed by clicking "Dashboard" in the upper left of any screen.

Shown is the default view once you are logged in.

BALANCES

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Thecking		\$13.82	\$24.11
Basic Commercial Checking - Matta		\$13.82	V -11-1
iovings		\$10.29	National
ree - MERI		\$10.29	Net worth
ESCRIPTION Credit Interest Income	ACCOUNT	амоцит +50.01	No change this nonen too a
February 28, 2023 External Test Account	Basic Commercial Checking	-\$5.00	<u>~~~</u>
February 28, 2023			2
February 28, 2023 External Test Account Petruary 21, 2023	Basic Commercial Checking	-\$5.00	
February 28, 2023 External Test Account Netriuary 21, 2023 External Test Account February 15, 2023	Basic Commercial Checking Basic Commercial Checking	-\$5.00	~

Balances list all of your accounts and their available funds.

Favorites will allow you to reorder how you view accounts. By hovering over the 3 dots showing to the right of your account balance, you can "favorite" an account to bring it to the top.

Hide will allow you to move an account to a collapsible drop down if it does not need to shown on your dashboard. Once an account is hidden, it can always be unhidden.

Hidden deposit accounts can also be customized to "include" or "not include" from showing in available cash.

Net Worth can be viewed over the:

- Past year.
- Past six months.
- Past 30 days.

Balance categories allows you to sort further by alphabetical order, balance and account number. You can also set the order to be Ascending or Descending.

Balances	Toto
Checking	\$13.82
Basic Commercial Checking -	SORT BY
Savings	Sort by balance
Free - III D	Sort by account number
	ORDER
to the state of the	✓ Ascending

Balances	-\$5.00		atal available cash ⊙	
Checking	Transaction date	2/28/2023	2111	
Basic Commercial Checking - IIII	Posted date	2/28/2023	724.11	
	Resulting balance	\$13.82		
	Account	Basic Commercial Checking	et worth	
	Transaction type	Withdrawal		
	Category	Uncategorized	₩ 6M 9M	
Latest activity	Description Extern	al Test Account *****9766	March : \$24	2023 • 11
DESCRIPTION	Tags 🔀	\$	No change t	
	Notes			
	Add a note			
External Test Account February 28, 2023	Download Report an issue		<u> </u>	
External Test Account February 21, 2023	basic commercial checking	-53.00		P
External Test Account February 15, 2023	Basic Commercial Checking			<u>~</u> ~•
External Test Account February 14, 2023	Basic Commercial Checking		0.0 Oct Nov Dec	Jan Feb Mar
			Net Worth	
			October 2022	\$60.00

Latest activity will display the last few transactions against any of your accounts sorted by date. If you click on any transaction, you will see a pop-up window that will allow you to:

- Contact Support by clicking "Report an issue" will open a new message to the support team that includes transaction details.
- Download will provide a .pdf file of transaction details.
- Tags/Notes will allow a user to add a tag to categorize transactions or add a note on a transaction to provide additional information.

Transfer Funds allows you to transfer money between accounts.

ACCOUNTS



The Accounts tab in Online Banking is covered in this section. To gain functionality, click "Accounts" in the navigation bar.

A drop down will allow a user to select the account they would like to access.

After selecting a specific active account, you can view all transactions for that account. See page 6, Transaction Details, for more information.

The most recent transactions are listed here. Details include transaction date, amount and type of transaction.

TRANSACTION DETAILS

rimary Checking				Transfer funds
Scheduled transactions One time Recurring			\$1.6	50
ESCRIPTION	AMOUNT		Available bala	ince ()
Transfer to Commercial Participation Loan-	-\$0.05	Delete	Account details	
fransfer to Commercial Participation Loan-	-\$0.10	Delete	Account number	No. Com
Fransaction history	Search &	filter Download	Check MICR	No. of Street,
ESCRIPTION	AMOUNT	BALANCE		
Nithdrowol spril 29. 2022	-\$2	\$1.60		
Nithdrawal April 22, 2022	-\$2	\$3.60		
Nithdrawal April 15, 2022	-\$2	\$5.60		
Vithdrowal pril 8, 2022	-\$2	\$7.60		
Arithmene and				

Select "Search & Filter" to find specific transactions; for more details, see page 7.

File type	
Date range	

Download can be selected to export transaction history for the current or previous month and the current or previous year. Files can be downloaded in CSV, OFXv1, QIF, QBO or QFX formats.

Available balance Your immediately available funds to use, includi pending transactions or temporary holds on you account.	\$1.60 ng any ur
Pending Recent transactions or deposits that have not y settled.	\$0 et fully
Current balance The total amount of funds in your account not ir temporary holds or pending transactions.	\$1.60 ncluding

Your Available and Current balance
breakdown can be viewed by clicking the
icon next to Available balance.

Account number Routing number	
Routing number	100
	1000
Check MICR	0.000

Select Account details to view Account number, Routing number and Check Magnetic Ink Character Recognition (MICR).

Date range			\sim
Min	to	Max	
Keyword			
Category			~
Tag			~

You can select the Date range that you would like to search for.

Type in a Minimum to Maximum amount to limit any search results.

You can also narrow down results by Categories and Tags that you placed on a transaction. These will populate from information you create.