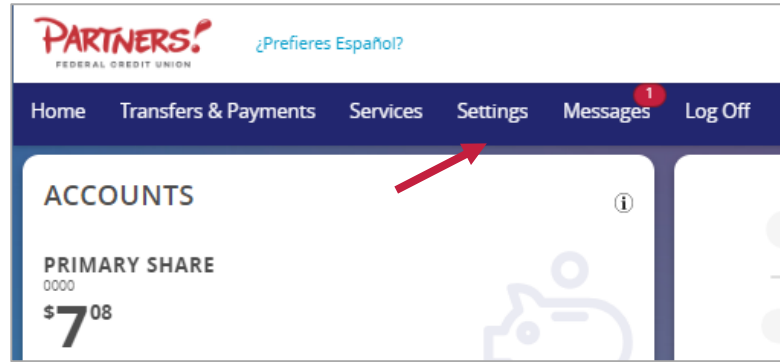
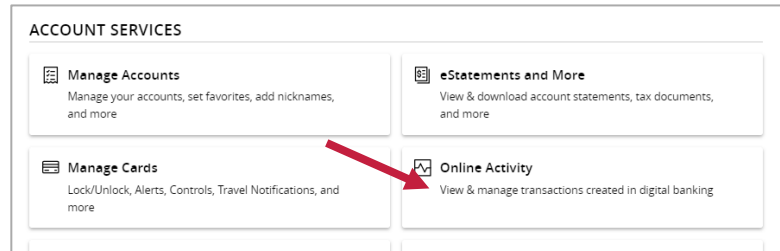


**NOTE:** Online Activity lists all user activity initiated from within Online Banking.

1. Select **Services**

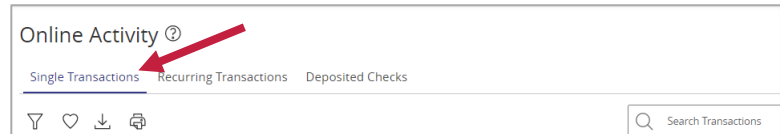


2. Select **Online Activity**

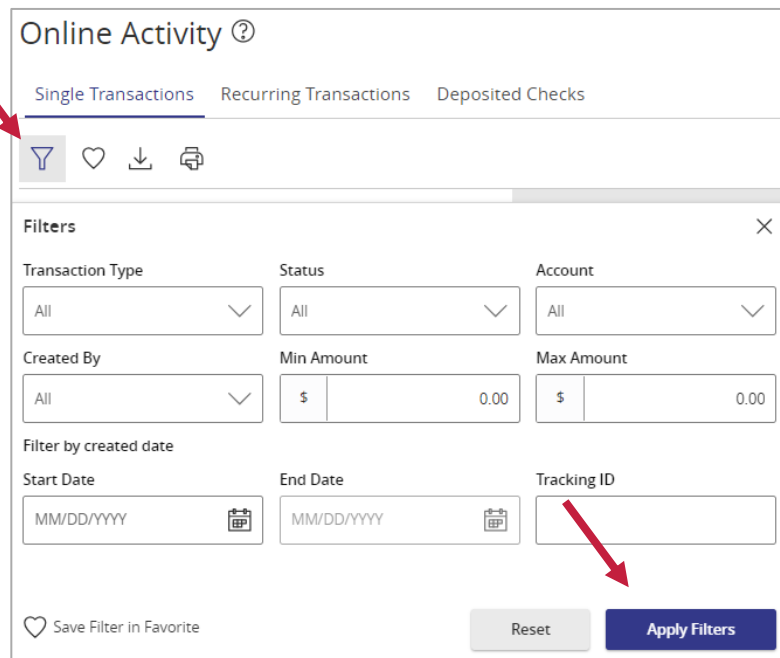


## Single Transactions

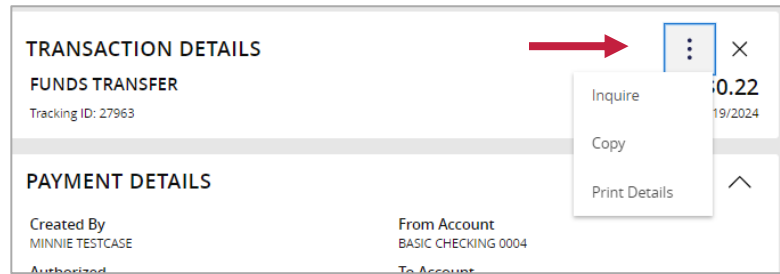
1. Select the **Single Transactions** tab on the screen to view one-time online transactions.



2. Select the **Filters** option to reveal searchable fields.
  - a. Select the desired fields and click **Apply Filters** to display the specified transactions.
  - b. Click the heart icon to assign the filtered criteria as a “favorite” for future use.
  - c. Select the down arrow icon to download the specified transactions to a csv formatted spreadsheet.
  - d. Select the printer icon to print the specified transactions.

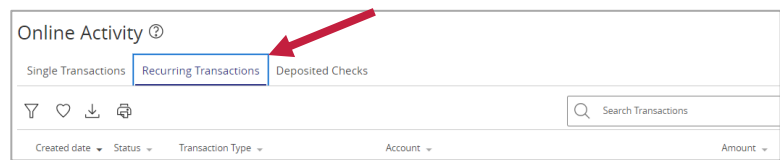


3. Click on a listed transaction to view additional details.
4. Select the three dots icon to unhide a listing of available actions corresponding with the transaction.



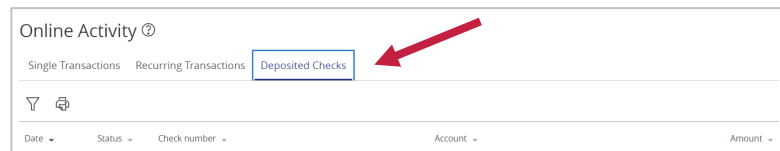
## Recurring Transactions

Select the **Recurring Transactions** tab within **Online Activity** to view online transactions which are setup to occur in a series.



## Deposited Checks

Select the **Deposited Checks** tab within **Online Activity** to view historical checks that have been deposited using the Mobile Remote Deposit Capture functionality.



**NOTE:** You must be enrolled in Mobile Remote Deposit before this tab will appear on the **Online Activity** screen.