

Activity Center

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

- 1. Select Services
- 2. Select **Online Activity**

Single Transactions

- 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.





Online Activity	/ ②				
Single Transactions	Recur	ring Transactions	Deposited	Checks	
7 ♡ ± ቆ					
Filters					×
Transaction Type		Status		Account	
All	\sim	All	\sim	All	\sim
Created By		Min Amount		Max Amount	
All	\sim	\$	0.00	\$	0.00
Filter by created date					
Start Date		End Date		Tracking ID	
MM/DD/YYYY	₽	MM/DD/YYYY	<u>₽</u>		
				X	
🚫 Save Filter in Favorite			Re	eset	Apply Filters



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

TRANSACTION DETAILS		→ :	×
FUNDS TRANSFER Tracking ID: 27963		Inquire	0.22 19/2024
		Сору	
PAYMENT DETAILS		Print Details	^
Created By MINNIE TESTCASE	From Account BASIC CHECKING 0004		
Authorized	To Account		

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.

Online Activit	y				
Single Transactions	Recurring Transactions	Deposited Checks			
7 ♡ ⊥ 尋				Q Search Transactions	
Created date 👻 Statu	us 👻 Transaction Type 👻		Account 👻		Amount 👻

Online Activity ②		
Single Transactions Recurring Transactions	Deposited Checks	
7 4		
Date 🗸 Status 👻 Check number 👻	Account 👻	Amount 👻