

BUSINESS ONLINE BANKING USER GUIDE

Mobile Banking



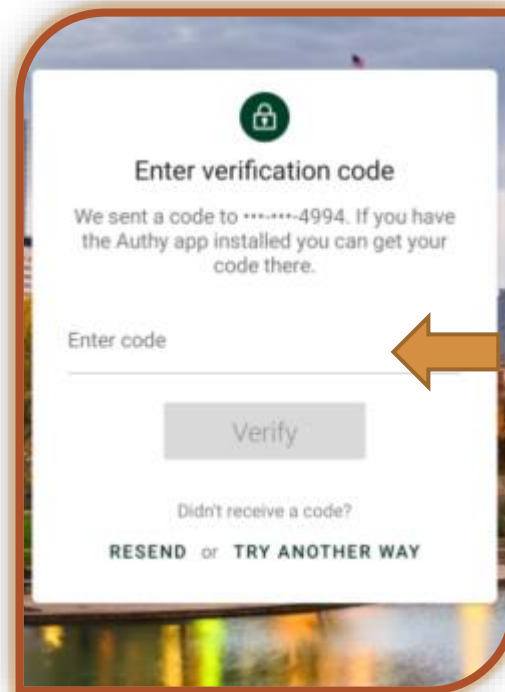
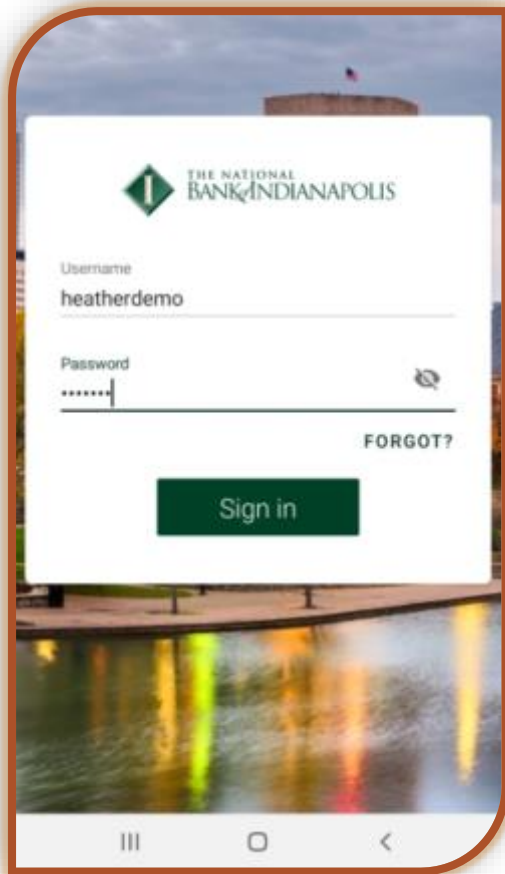
NBOFI Mobile
National Bank of Indianapolis

For your Business' Online Banking, you have the ability to use your mobile device to access your account information via The National Bank of Indianapolis' mobile application found in your App/Play Store.

First-time Login

Open The National Bank of Indianapolis' mobile app on your device. Enter your login credentials and tap "Sign in."

Register your email address and mobile number.



A code will be sent to your mobile number that was registered. Enter in the code and tap Verify.

If you did not receive the code you can tap Resend or Try Another Way.

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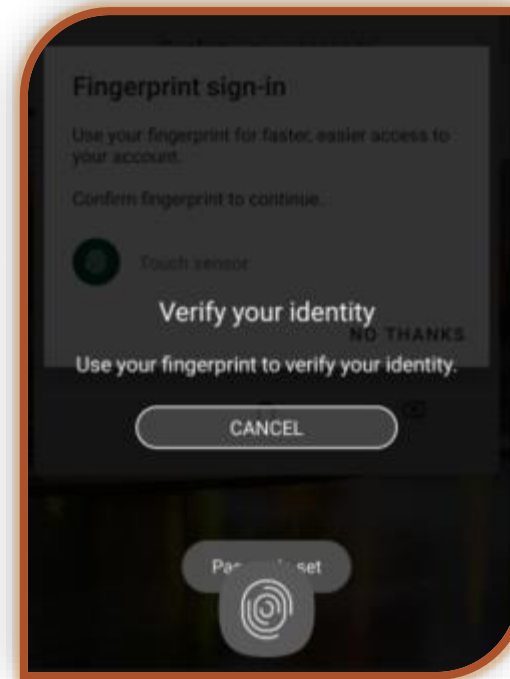
Create a 4-digit passcode for this device.



Confirm the 4-digit passcode.



If applicable, register your fingerprint or face recognition.

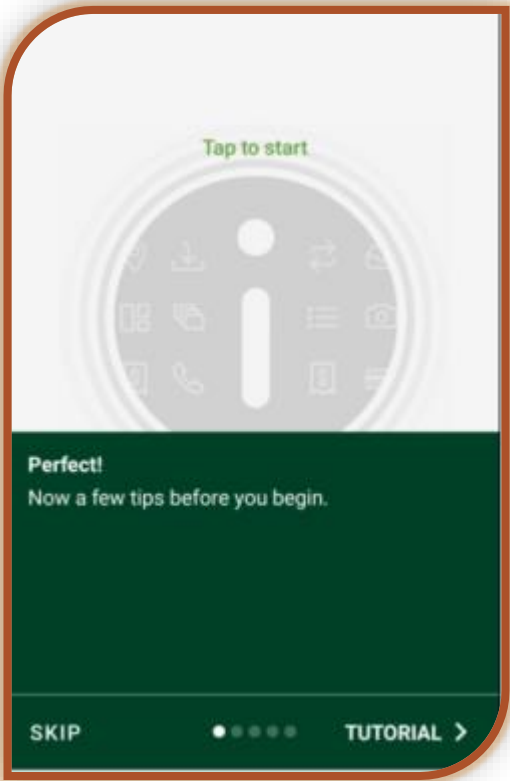


You've successfully registered your mobile device!

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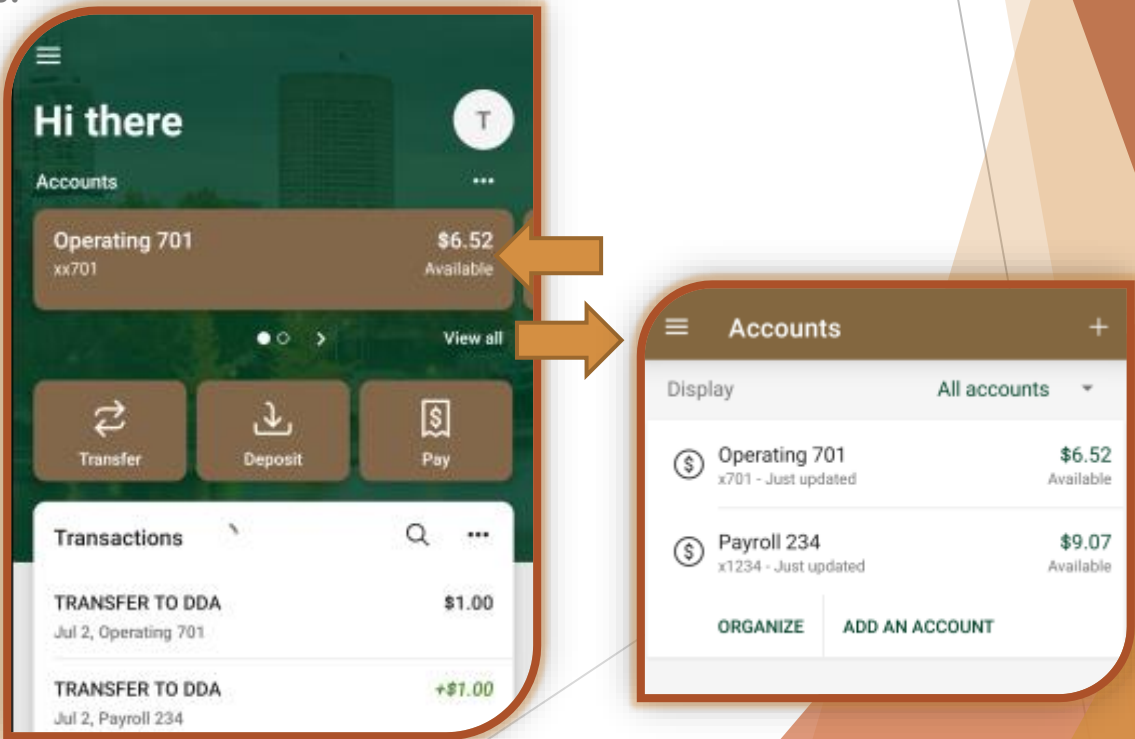
Mobile Banking...continued

View the Tutorial or tap Skip to view the mobile app Dashboard.



NBOFI Mobile Dashboard

The dashboard will display an overview of Accounts and Transactions. Swipe to the right or left to view additional accounts. Tap on the account name to view a listing of account daily transactions. You can also click on View all to view a listing of all your accounts.

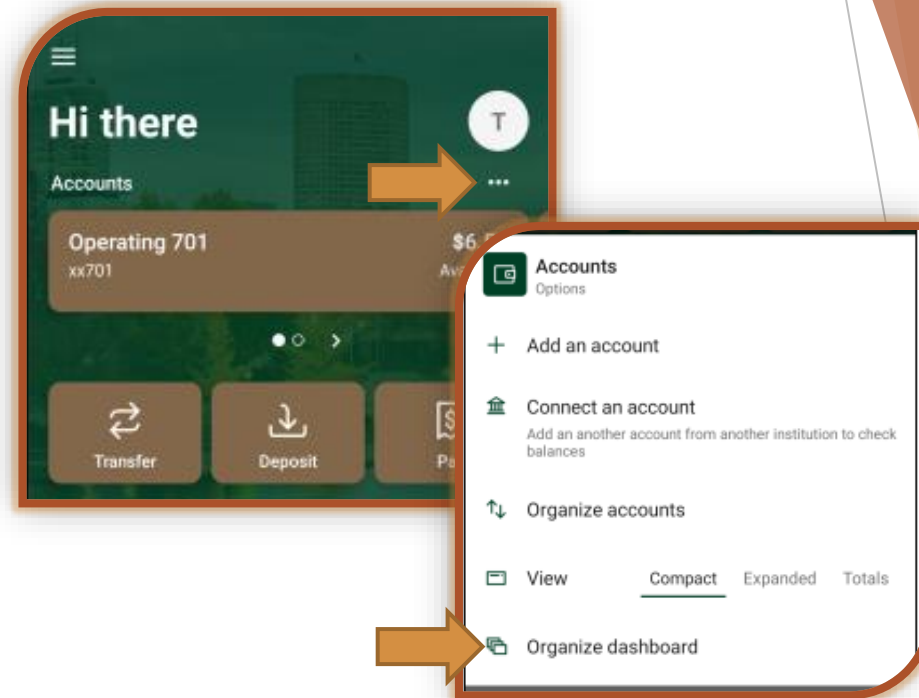
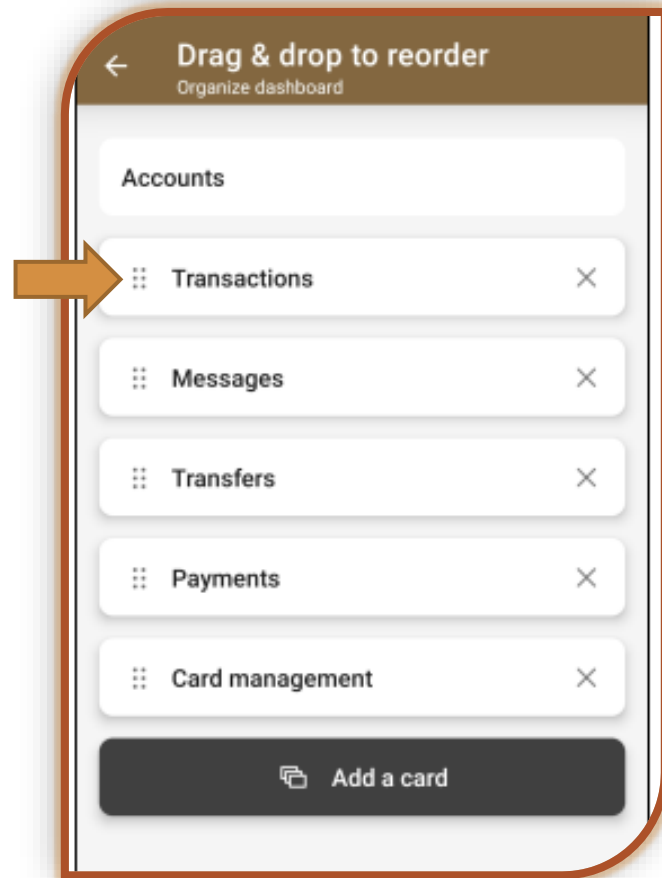


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NBOFI Mobile Dashboard

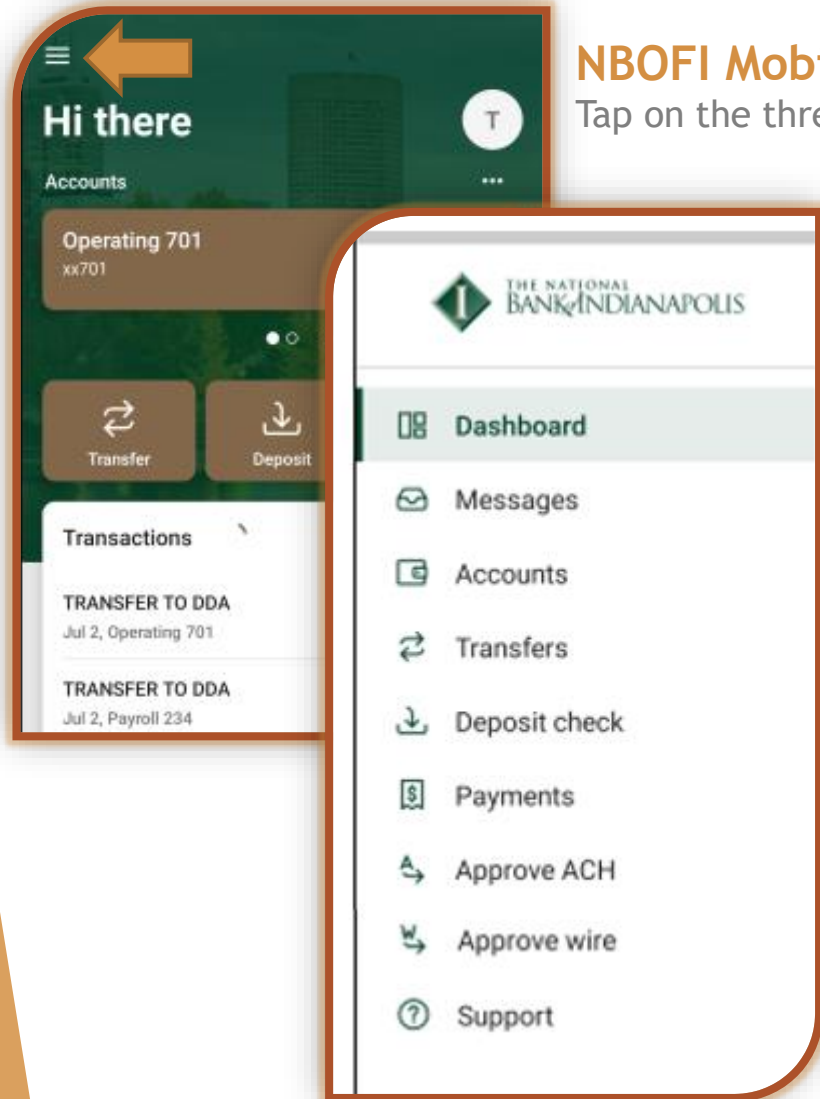
You can customize your dashboard by tapping on the three dots and then Organize dashboard.



You can drag & drop by tapping and holding on the six dots to reorder or tap on the “x” to remove from your dashboard.

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NBOFI Mobile Menu

Tap on the three lines to view the mobile menu.

Here you can tap to go to any options within your online banking setup.

Dashboard - view your customized or standard dashboard

Messages - view any internal bank messages.

Accounts - view a listing of all of your accounts and you can also organize your accounts here

Transfers - process internal transfers

Deposit check - make a mobile check deposit

Payments - access your Bill Pay module (if applicable)

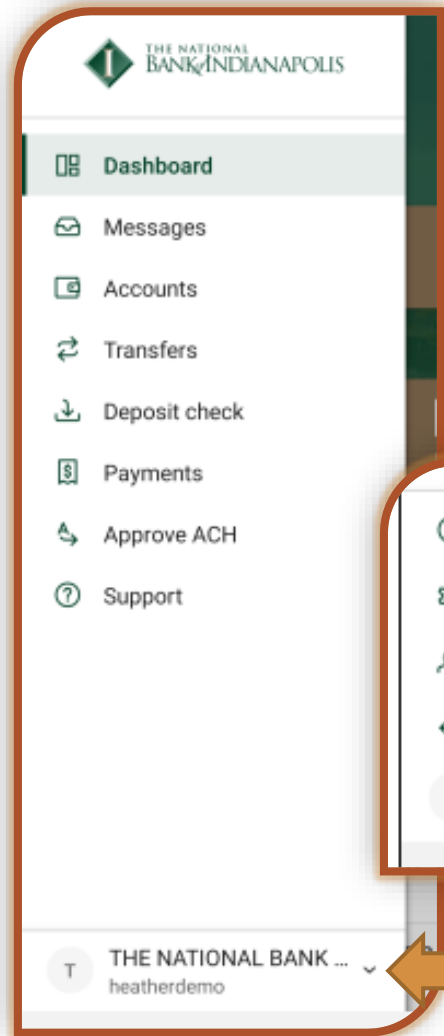
Approve ACH - approve an ACH Batch (if applicable)

Approve wire - approve a wire (if applicable)

Support - call us, send us an email, or find a location

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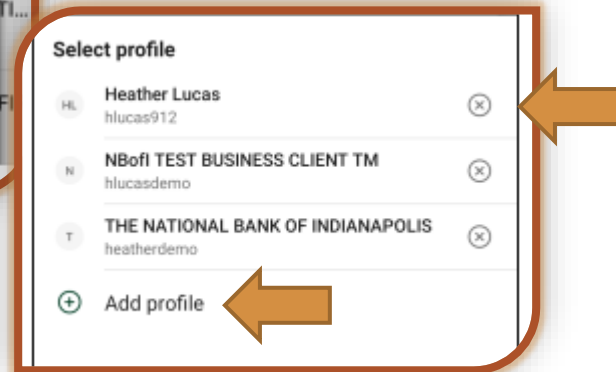
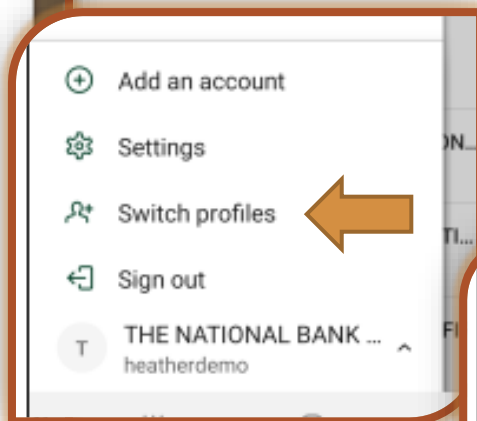
NBOFI Mobile Menu - Add/Switch Profiles

If you have multiple NBoFI online banking sites you can easily add or access each site with a quick tap.

Tap Switch profiles to easily switch to a different online banking site.

Tap Add profile to link another NBoFI online banking site. You will be required to input the username and password.

You can also remove any site by tapping on the “x”.



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Mobile Check Deposit

You can make a check deposit using your mobile device through the app. You are able to deposit any number of checks in aggregate up to \$5,000 per day and capped at \$25,000 per month. These limits cannot be increased, no exceptions.

Mobile check deposits transmitted by 5pm ET, Monday through Friday, will be deposited to the designated account on the same day of deposit.

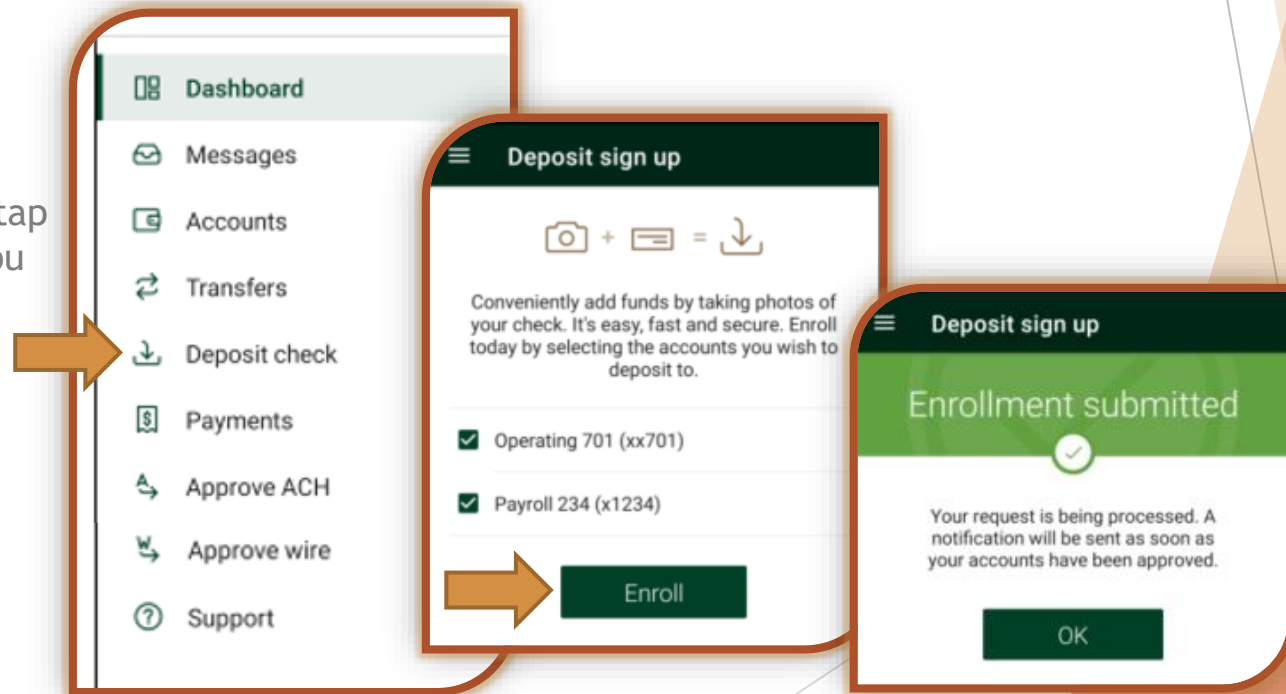
ONLY USERS WITH FULL OR PARTIAL ADMINISTRATIVE RIGHTS CAN HAVE ACCESS TO MOBILE CHECK DEPOSIT FEATURE.

Step 1: Enroll

Tap the three-bar menu in the top left corner, tap Deposit check, tap on the checking accounts you wish to enroll for mobile deposits. Tap Enroll when finished.

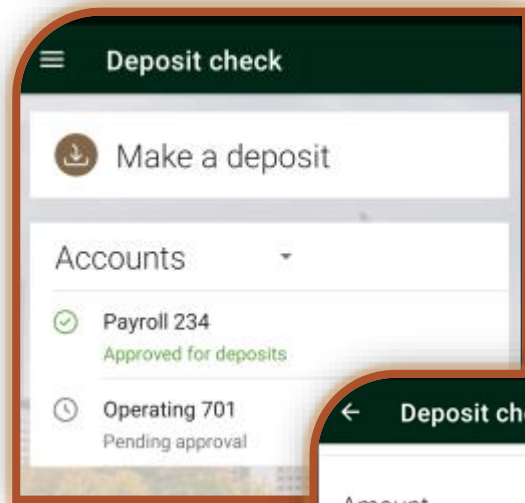
You will receive a notification as soon as the accounts have been approved.

NOTE: Mobile deposits are made available the Friday after enrollment.



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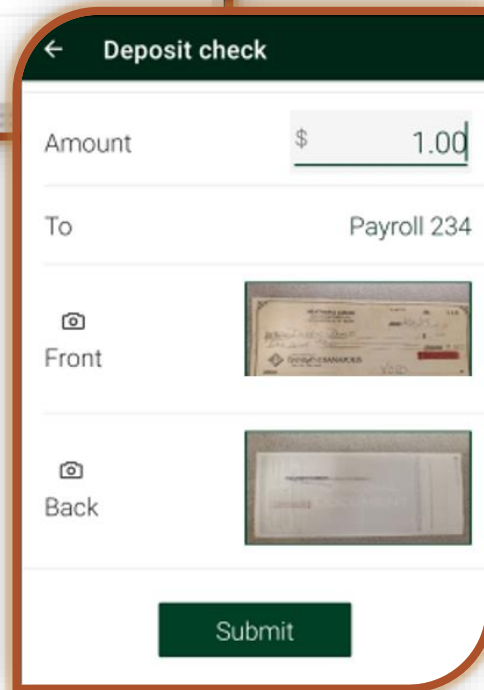
Step 2: Capture Check Image

Tap Make a deposit.

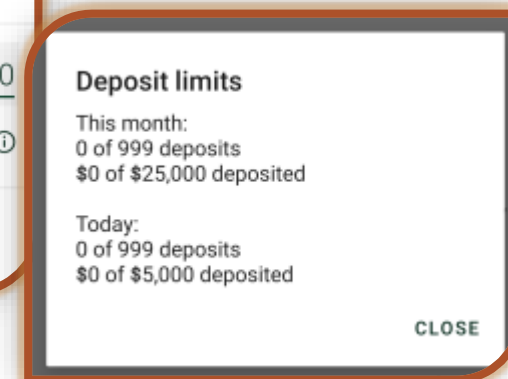
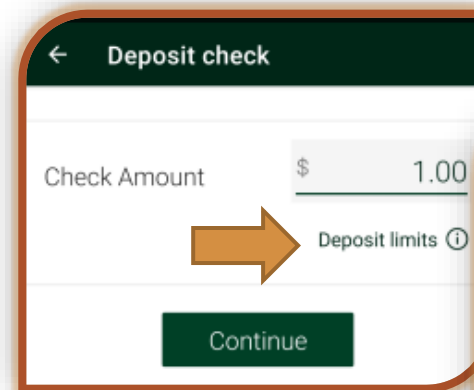
Enter in the check amount and tap Continue.

Take a picture of the front and back of the check.

Once completed tap Submit to complete the mobile check deposit.



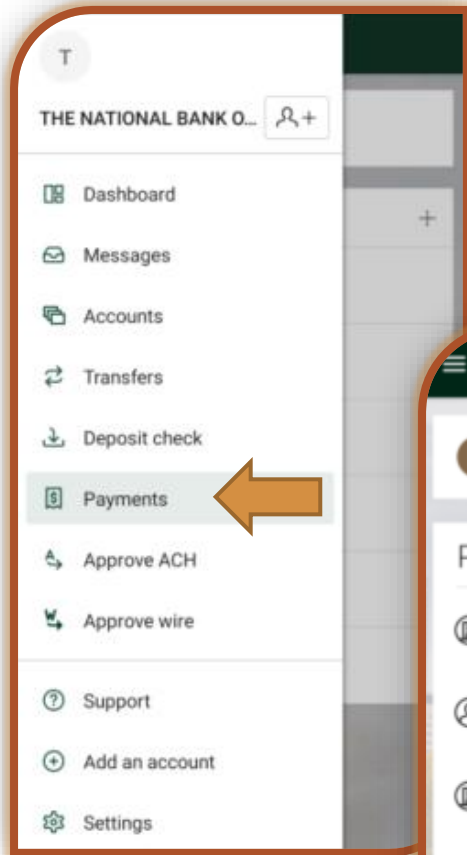
NOTE: Click on [Deposit limits](#) ⓘ to view the deposit limits.



You've successfully deposited a check!

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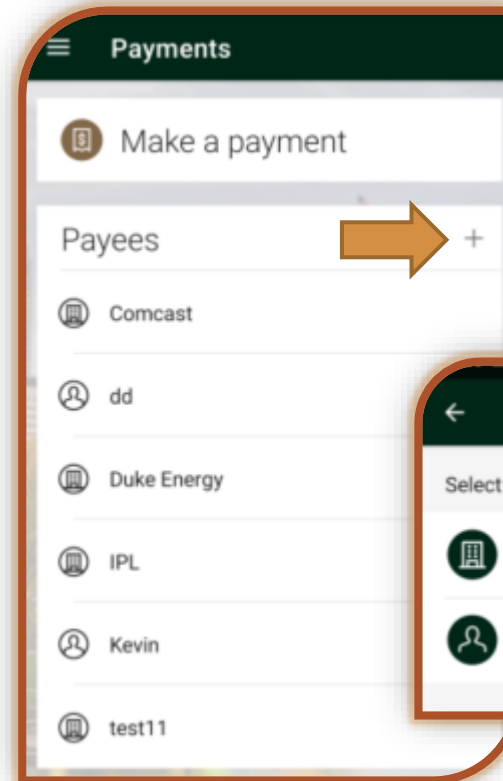
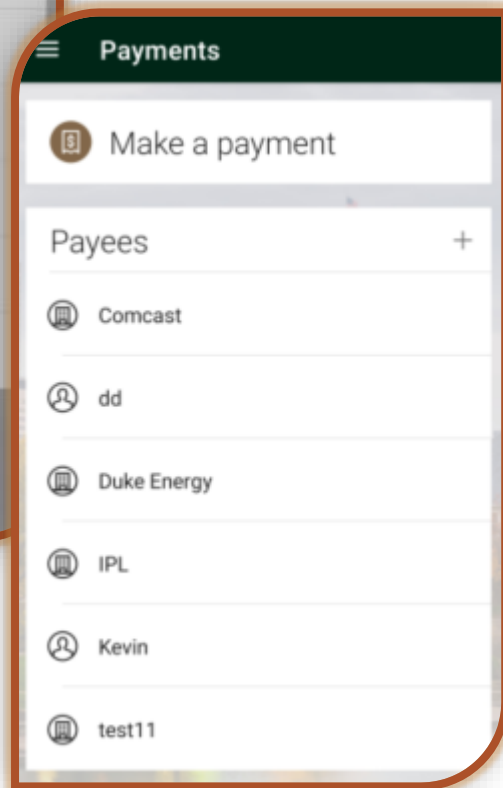
Mobile Banking...continued



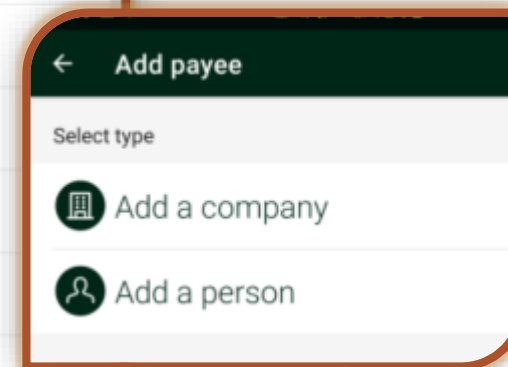
Business Bill Pay

Tap the three-bar menu in the top left corner and tap on Payments. If you have any payees already added, they will be displayed on your screen.

Note: you will need to type in your online banking password to access.



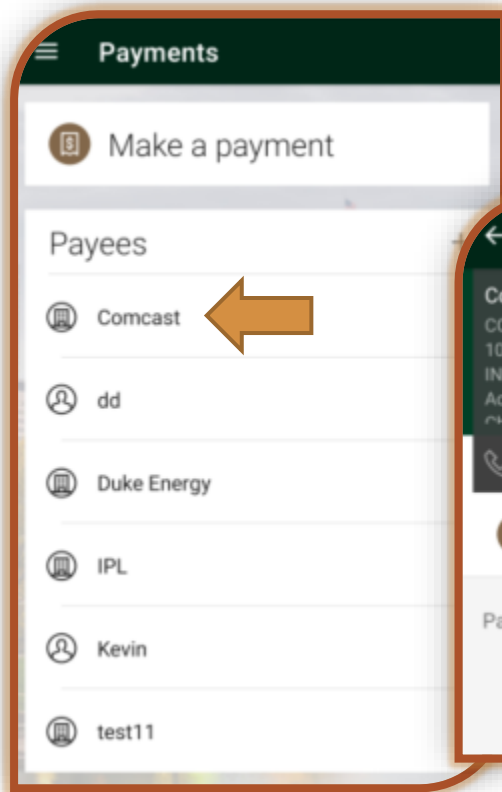
Tap + to create a new payee for a Company or Person.



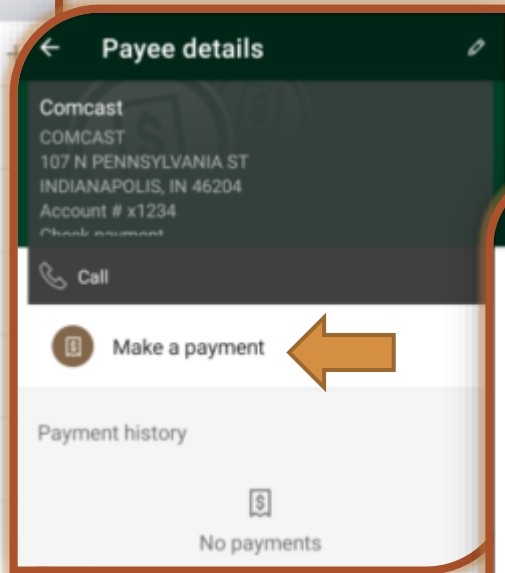
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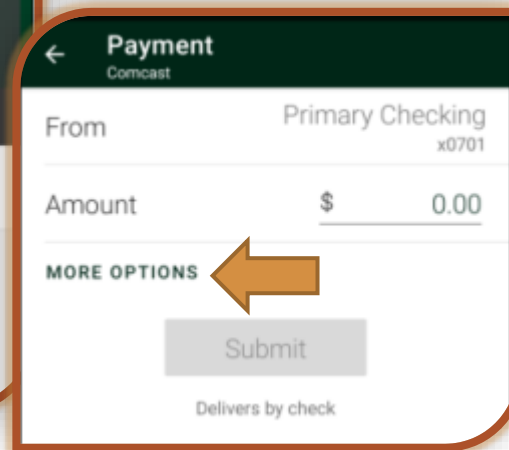
To pay an existing Payee, tap on the Company or Person's name within the Payees list.



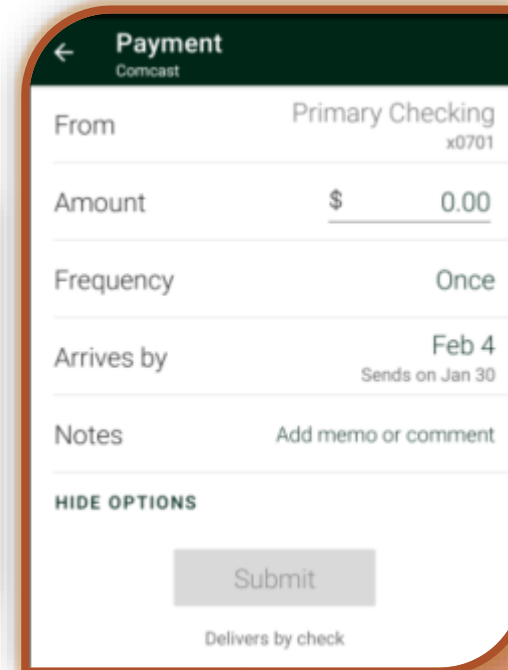
Tap Make a Payment.
If you need to edit the information, click on the pencil icon in the top right corner.



Tap More Options.



Enter in the Amount, choose the Frequency, add Notes (optional), and click Submit when finished.

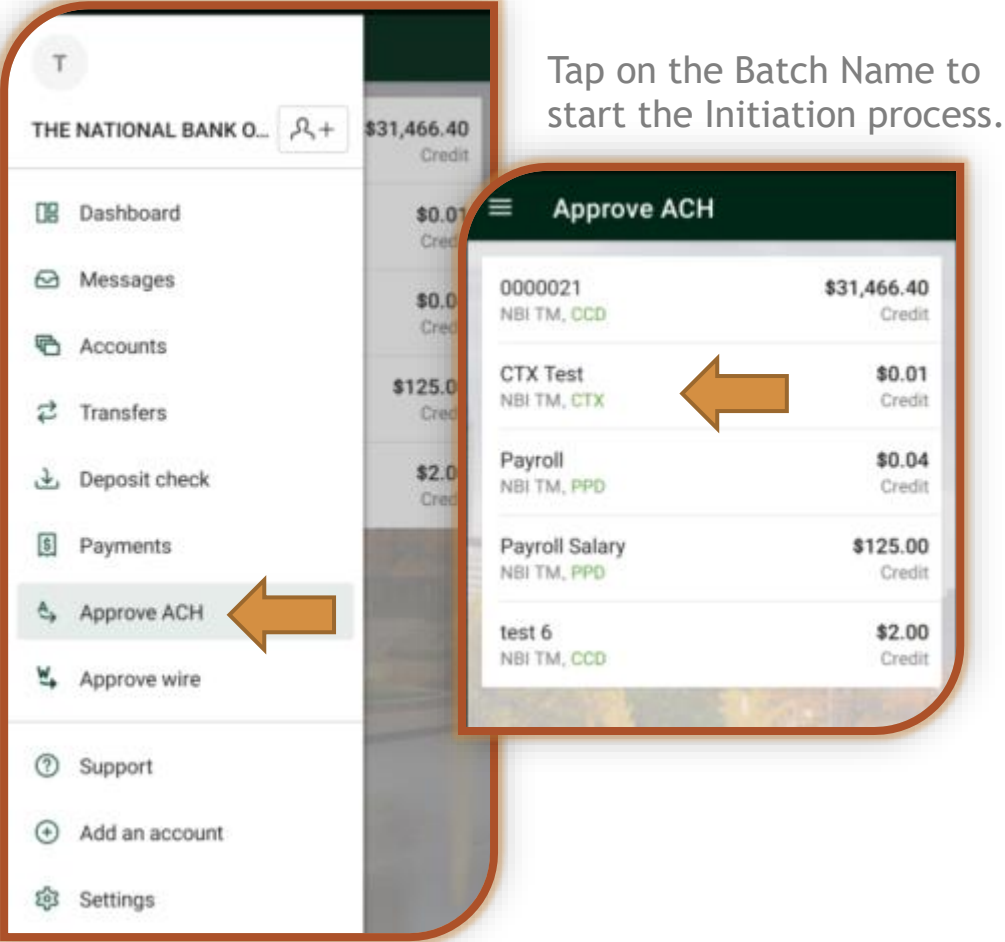


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Approve ACH Batch

Tap the three-bar menu in the top left corner, tap Approve ACH to view a listing of your ACH Batches.



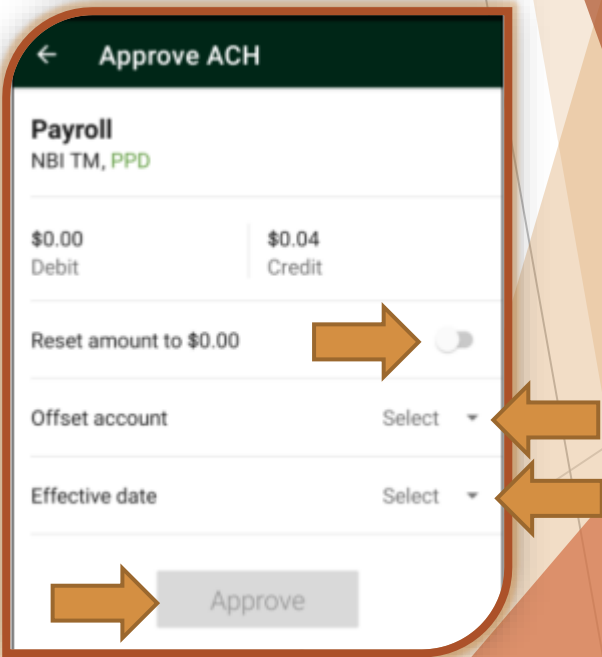
Tap on the Batch Name to start the Initiation process.

Tap on the slide bar if you would like to Reset Amount to \$0.00 after processing.

Choose the Offset Account.

Select the Effective Date.

Tap Approve to process batch.

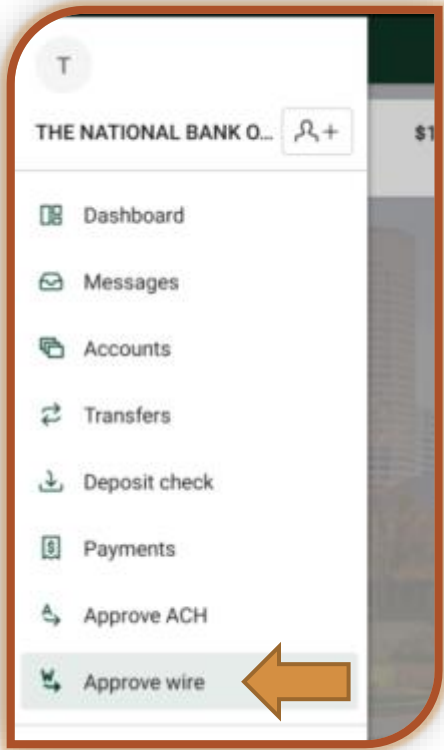


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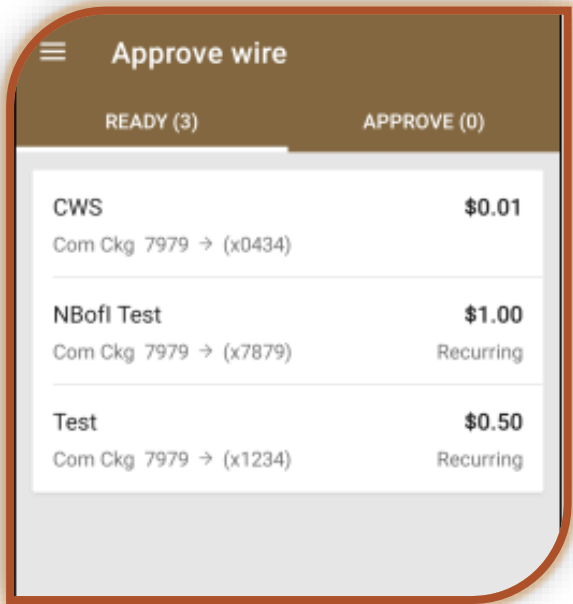
Mobile Banking...continued

Approve Wire

Tap the three-bar menu in the top left corner, tap Approve wire to view a listing of your Wire templates.



NOTE: In order for the wire to be ready for the final approval, it **MUST** be in the **APPROVE** option. If the wire is in the **READY** option the user that setup the wire must confirm the wire by tapping on the wire in the **READY** status, inputting their 4 digit wire PIN or by logging into the online application and clicking the Transmit hyperlink and inputting their wire PIN.



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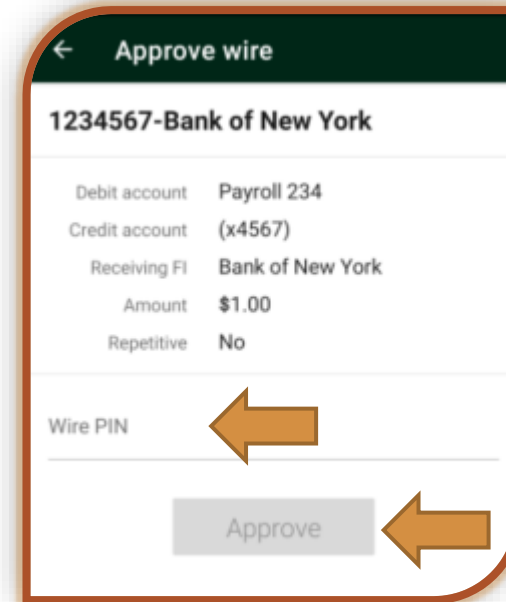
Approve Wire

Once the wire is showing in the APPROVE section, tap on the wire to complete the final approval process.



Type in your Wire PIN.

Tap Approve to process the wire.



Questions? Please contact our Treasury Management Support Team at 317-261-0333 or treasurymanagement@nbofi.com.



The National Bank of Indianapolis | NBofi.com | MEMBER FDIC

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