

TREASURY MANAGEMENT

Customizing My Dashboard

Select **Configure Dashboard** to customize your dashboard with the information that is most relevant to your workflow.

Once in the configure dashboard menu, you can reposition and/or resize the widgets. You can add additional widgets by selecting **Add Widget**.

You have the option to add/remove these widgets:

- Quick Transfer
- Stop Payment Pending Approval
- Positive Pay (Check & ACH Exceptions)
- Payments Pending Approval (Transfers, ACH & Wires)
- Quick Loan Payment
- Favorite Reports

Customize your widgets and then select **Save**.

The screenshot displays the Treasury Management dashboard interface. At the top, the user is logged in as 'Hi, ksmerlas (paa2266)' with a last login of '06/12/2024, 02:38 PM, EST'. The navigation menu includes 'DASHBOARD', 'ACCOUNTS', 'PAYMENTS', 'REPORTING', and 'ADMIN'. A 'Configure Dashboard' button is highlighted in the top right corner. The main content area shows 'My Dashboard' with sections for 'Accounts' and 'Information Center'. The 'Accounts' section lists two groups, 'Group One' and 'Group Two', both with a balance of \$0.00. The 'Information Center' section contains a message about the information center's purpose. A modal window is open, showing the 'Add Widget' button, 'Save', and 'Cancel' options. The modal also displays the 'Information Center' widget with instructions on how to reposition and resize it. A 'Resource' section is visible at the bottom right of the dashboard.

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To add accounts to My Dashboard, select **Manage Groups**. You can create new groups (up to 20), rename groups, add accounts to groups (up to 50) and delete groups from this menu.

After changes are made, select **Done**.

NOTE: Group One will stay expanded for a quick view of accounts. Subsequent groups will default to a collapsed view and need expanded by the user each time you navigate to **My Dashboard**.

If additional accounts are added to your relationship, they will not automatically appear in your Accounts widget, you must add them to a group.

Accounts **Manage Groups** Expand All | Collapse All

Group One (0) Group available balance: \$0.00
No accounts assigned to this group. Click Manage Groups to delete, rename, or add accounts to this group.

Group Two (0) Group available balance: \$0.00
No accounts assigned to this group. Click Manage Groups to delete, rename, or add accounts to this group.

Account List

Manage Account Groups

Type to filter

i You can create up to 20 groups to display in the widget. Each group can have a maximum of 50 accounts.

Group One (0) Add Accounts | Delete Group
No accounts assigned to this group.

Group Two (0) Add Accounts | Delete Group

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In the **Accounts** widget, select **Account List** to view a list of all accounts.

From this menu you can perform the following actions: **transfer to**, **transfer from**, and **download** transaction history.

For each account you can view the following information: **account number**, **account name**, **status**, **current balance**, **collected balance**, and **available balance**.

You can use the arrow indicators on each category heading to sort information to your preference.

Accounts ⚙️ Manage Groups Expand All | Collapse All

➔ Group One (0) Group available balance: \$0.00
 No accounts assigned to this group. Click Manage Groups to delete, rename, or add accounts to this group.

➕ Group Two (0) Group available balance: \$0.00
 No accounts assigned to this group. Click Manage Groups to delete, rename, or add accounts to this group.

Account List

Account List Download | Print

\$91.84
Deposits
 4 Accounts

Type to filter Refresh Balances

Account Number	Account Name	Status	Current Balance	Collected Balance	Available Balance	Actions
xxx7552	Non AA 7552	Active	\$24.14	\$24.14	\$24.14	Actions
xxx7578	Non AA 7578	Active	\$29.57	\$29.57	\$29.57	Actions
5987	EAA 5987	Active	\$19.85	\$19.85	\$19.85	Actions
8745	NON AA 8745	Active	\$18.28	\$18.28	\$18.28	Actions

Viewing 1 - 4 of 4 accounts 10

- Transfer To
- Transfer From
- Download