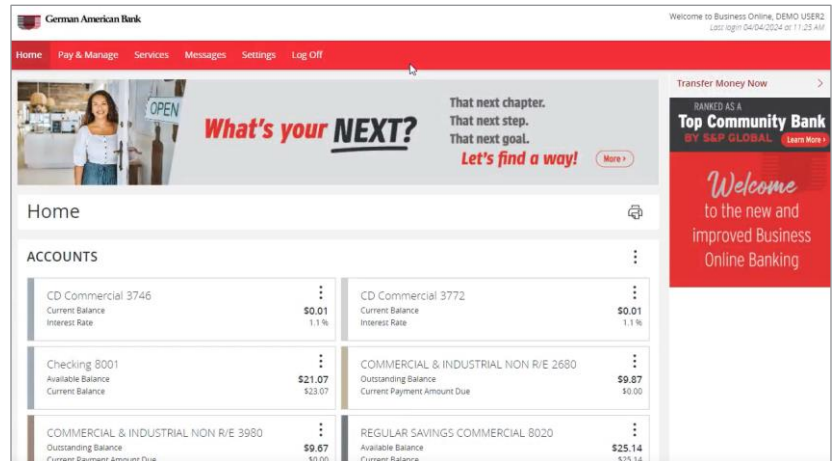
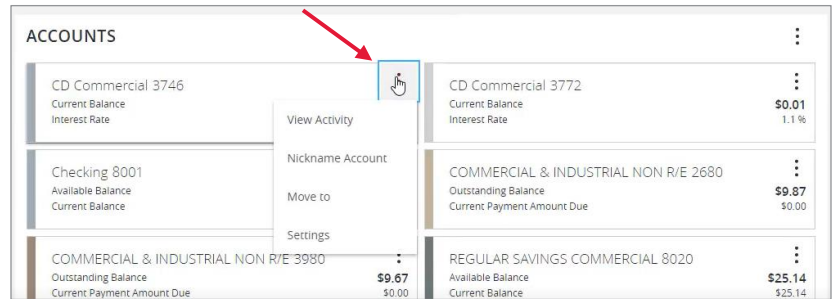


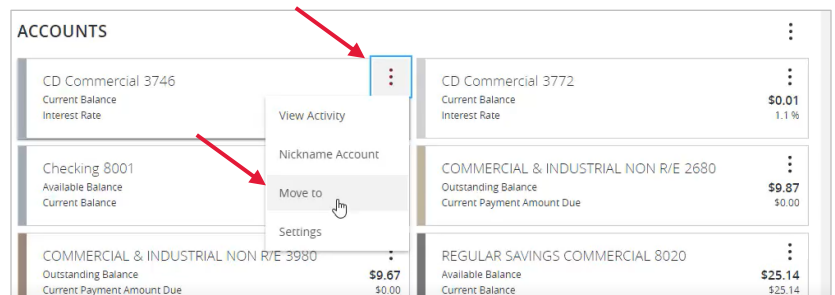
1. View a listing of accounts accessible within Digital Banking.
2. The quick action menu 'Transfer Money Now' is located in the top right corner of the screen for your convenience.



3. Select the 'Options' icon next to each account to reveal multiple available quick actions.



4. To create a grouping of accounts, click the 3-dot icon next to an account, then select 'Move to'.





5. Select 'Create New Group' in the 'Select Group' dropdown menu. Then enter the 'Group Name'.
6. Select 'Save'.

Alternatively, a new group can also be created by selecting an account and dragging it down the page to an envelope that will appear in the lower right corner of the screen.

NOTE: Additional account(s) may be moved into the newly created group or additional group(s) may be created if needed by repeating step 6.

7. Click on the pie graph at the bottom of the screen to view a distribution of funds across accounts accessible within Digital Banking.

The screenshot shows a 'Move to' dialog box with a close button (X) in the top right corner. Below the title, it says 'Move "CD Commercial" to another group.' There is a 'Select Group' dropdown menu which is currently empty. Below the dropdown is a button labeled 'Create New Group' with a hand cursor icon over it. At the bottom of the dialog are two buttons: 'Cancel' (grey) and 'Save' (red).

