

FirstConnect | Business® Account Details Retrieval

1. On the Account Summary Page (under the Account Activities & Reporting tab), click on the blue link to any account in the Deposit Accounts Section:

Administration | **Account Activities & Reporting** | Payments & Transfers | Online Requests

Company: FIRSTRUST TEST ACCOUNT

NEW MOBILE APP: Spend more time doing business, less time banking. Visit the app store.

Checking, savings and CD information can be viewed on this one screen. Multiple companies can only be added with assistance by calling 800-220-BANK, Monday through Friday 8:00 am - 6:00 pm, and Saturday from 9:00 am - 1:00 pm.

Account Summary

Information valid as of Wednesday, November 19, 2014 at 03:34 PM EST. [Get the latest balances.](#)

Retrieved Account Details

Deposit Accounts

Description	Type	Account Number	Current Balance
test1	Checking	0080903677	4.05
TEST2	Checking	0080903701	25.26
Totals			29.31

2. Choose the date range and optional Advanced Search options as needed:

Account Details

Information valid as of Wednesday, November 19, 2014 at 03:34 PM EST

Account Selection	Account Description
0080903677 - test1	test1

Request Specific Date Range

From 10/01/2014 To 11/19/2014

Advanced Search: Oct 2014

Retrieve Today's Transactions

for dates 11/18/2014 through 11/19/2014 for 0080903677 - test1 account.

Posted Transactions

3. Click Submit:

Account Selection	Account
0080903677 - test1	test1

Request Specific Date Range	
From 10/01/2014	To 11/19/2014

[Advanced Search >>](#)

4. View account details under Posted Transactions section. Print as needed. Click Back to return to the Account Summary screen:

Account Details

Information valid as of Wednesday, November 19, 2014 at 03:36 PM EST

Account Selection	Account Description	Current Balance	Available Balance
0080903677 - test1	test1	4.05	4.05

Request Specific Date Range
From 10/01/2014 To 11/19/2014

[Advanced Search >>](#)

The system has completed your history request for dates 10/01/2014 through 11/19/2014 for 0080903677 - test1 account.

Posted Transactions

Date	Transaction	Description	Debit	Credit	Balance
10/22/2014	fund testing GD		60.00		4.05
10/21/2014	CM TFR TO CL0005107683 #194335		3.00		64.05
10/21/2014	CM TFR TO CL0005107683 #194308		2.00		67.05
10/16/2014	Firsttest ACH test			1.01	69.05
10/16/2014	Firsttest ACH test			1.01	68.04

5. Account data is retained under Retrieved Account Details on the Account Summary screen:

everything all accounts

Information valid as of Wednesday, November 19, 2014 at 03:34 PM EST. [Get the latest balances.](#)

Retrieved Account Details

Company	Description	Begin Date	End Date	Status
FIRSTRUST TEST ACCOUNT	0080903677 - test1	10/01/2014	11/19/2014	Finished
FIRSTRUST TEST ACCOUNT	0080903701 - TEST2	07/31/2014	11/19/2014	Finished

Deposit Accounts

Description	Type	Account Number	Current Balance	Available Balance	More	Stmt
test1	Checking	0080903677	4.05	4.05		
TEST2	Checking	0080903701	25.26	25.26		
Totals			29.31			

6. Under Create Reports, customer may also create transaction specific reports and save them as Favorites to be run as needed:

Create Reports

Select a report from the drop-down or New to create a new report. (*) indicates a Favorite Report.

Report Name: OR

Available Accounts

Select	Account	Select	Account
<input type="checkbox"/>	0005107683 - Commercial Loan	<input checked="" type="checkbox"/>	0080903677 - test1
<input checked="" type="checkbox"/>	0080903701 - TEST2		

Select All

Available Transaction Categories

Select	Group	Select	Group
<input type="checkbox"/>	All Debits	<input type="checkbox"/>	All Credits
<input type="checkbox"/>	Checks Paid / Withdrawals	<input type="checkbox"/>	Deposits
<input type="checkbox"/>	Money Transfer Debits	<input type="checkbox"/>	Money Transfer Credits
<input checked="" type="checkbox"/>	ACH/EFT Debits	<input checked="" type="checkbox"/>	ACH/EFT Credits
<input type="checkbox"/>	Other Debits	<input type="checkbox"/>	Other Credits

Select All

Save the Current Report Settings

Report Name: Report Title:

Make this a Favorite Report