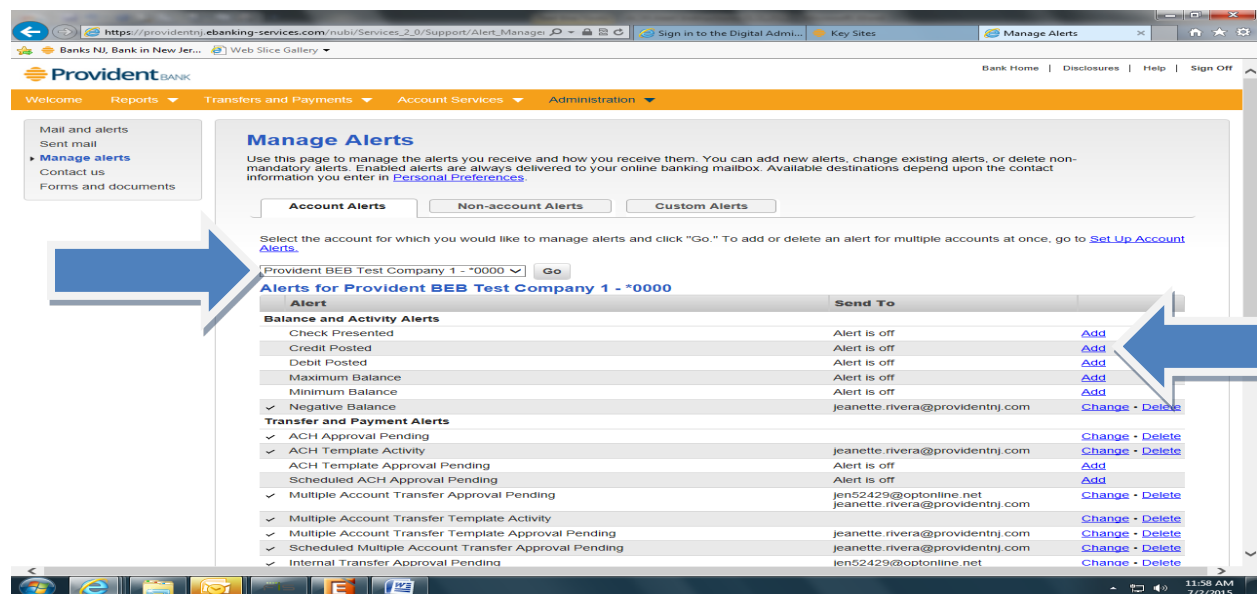
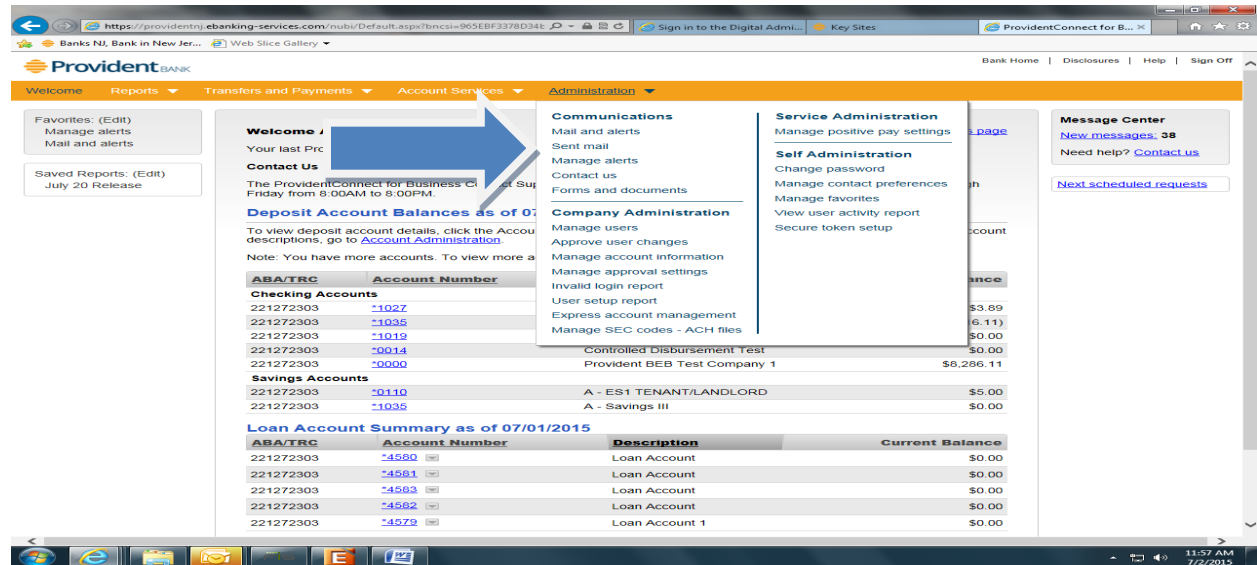


# ACH Alerts

The Manage Alerts page allows you to manage your account alert subscriptions and choose how you receive the alerts. Alerts are always sent to your online banking mailbox. To have alerts delivered to your primary or secondary e-mail address, you must setup those delivery options on the Personal Preferences page.

## SETUP ACH ALERTS



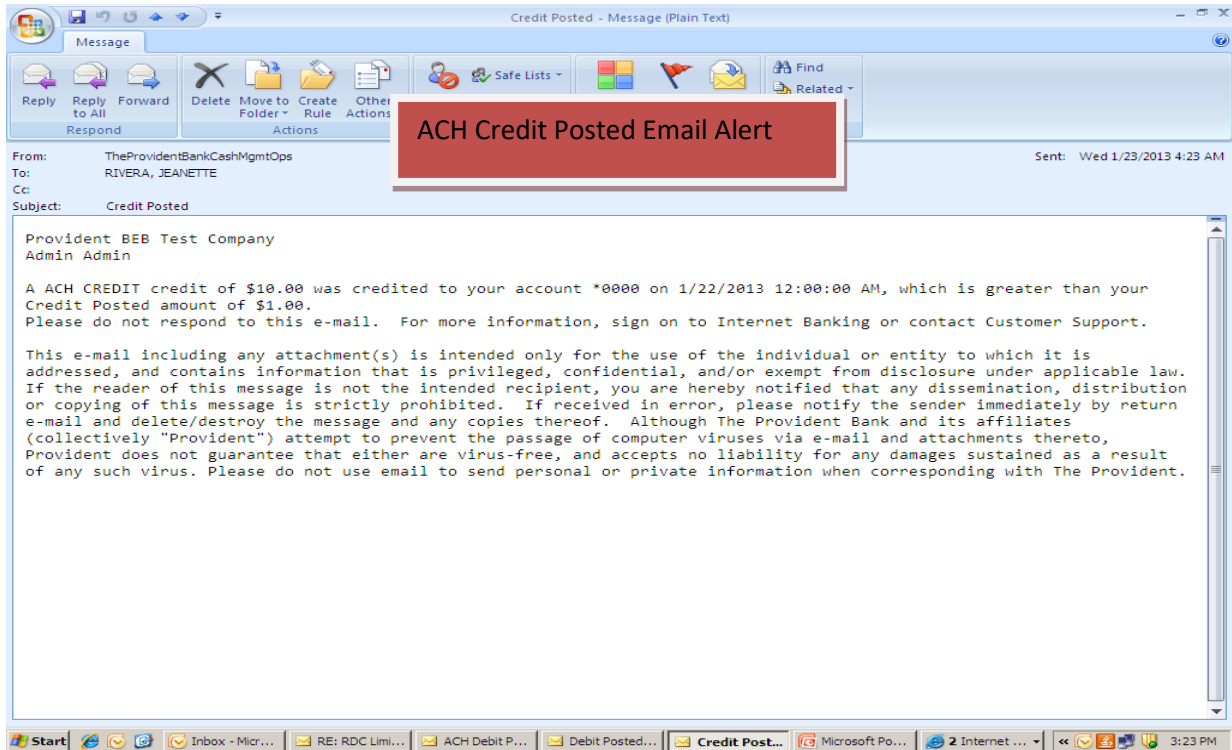
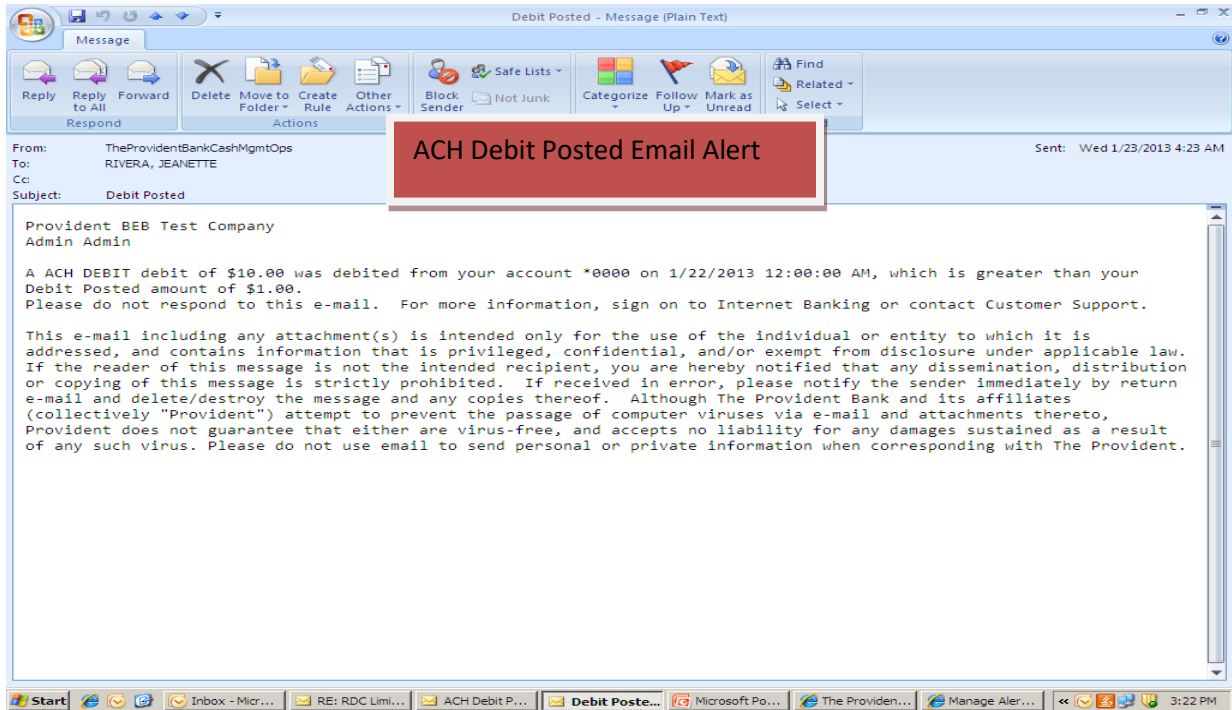
To access the Account Alerts page, do the following:

1. Select "**Administration/Manage Alerts**"
2. Select "**Account**" for the alert, then select "Go"
3. Select "**Add**" hyperlink next to the alert subscription you want to add
  - a. Select "**Add**" under Credit Posted and designate the notification parameters for the alert
  - b. Select "**Add**" under Debit Posted and designate the parameters for the alert
4. Existing Alerts can be changed or deleted by selecting "**Change**" or "**Delete**" hyperlink

# ACH Alerts

We have provided samples of ACH Debit and Credit Alerts generated and sent to the User's email address on file.

## EMAIL ALERTS



# ACH Alerts

## SETUP ACH RETURNS – FILE AVAILABLE FOR DOWNLOAD ALERT

The screenshot shows the 'Manage Alerts' page in Internet Explorer. The browser address bar displays 'https://internet.ebanking-services.com/Nubi/Services\_2\_0/Support/Alert\_Management.aspx'. The page title is 'Manage Alerts - Windows Internet Explorer provided by The Provident Bank'. The navigation menu includes 'Welcome', 'Reports', 'Transfers and Payments', 'Account Services', and 'Administration'. The 'Administration' menu is expanded, showing options like 'View received mail and alerts', 'View sent mail', 'Manage alerts', 'Contact us', and 'Download documents'. The 'Manage Alerts' section contains a description and a 'Non-account Alerts' link. A table of alerts is displayed, with the 'File Available for Download' alert highlighted in red. The 'Add' link for this alert is also highlighted. The taskbar at the bottom shows the Start button, Microsoft Office, HORIZON - Login, and three Internet Explorer windows.

Alert	Alert is off	Add
Wire File Import Completed With Errors		
Company Stale Date		
Issue File Approval Pending		
✓ E-mail Address Changed		
✓ Telephone Number Changed		
User Telephone Number Changed		
<b>File Available for Download</b>	Alert is off	<b>Add</b>
Decision File Import Completed With Errors	Alert is off	Add
Decision File Approval Pending	Alert is off	Add
Decision File Import Failed	Alert is off	Add
Issue File Import Completed With Errors	Alert is off	Add

1. Select “**Administration**”
2. Select “**Manage Alerts**”
3. Select “**Non Account Alerts**”
4. File Available for Download: Select “**Add**”