QUICK REFERENCE GUIDE

ACCOUNT PREFERENCES

Treasury Internet Banking's versatile customization options help enhance your online banking experience.

The Account Preferences feature allows you to display Account Nicknames throughout the system, instead of the account names that have been set by the bank.

					Navigation Navigate to the <i>Administration</i> menu to select <i>Account Preferences</i> .	
MANAGE O • Users		RESET/EDIT Account Pre	RESET/EDIT			
CHANGE ACCOUNT PREFE Use this page to change your account pref ACCOUNT PREFERENCES				? Help	The <i>Change Account Preferences</i> screen provides an overview of your accounts in Treasury Internet Banking.	
Show All Search Account Name A ABC Company ABC Company ABC Company	Account Number Account 91 91	Account Nicknume	Display Everywhere		The default display shows accounts in Account Name order. Click on the sort icons in the column headings to re-sort the display.	
Show / Hide Columns		Submit Preferences		show 10 🔻	You can also use the <i>Search</i> options to filter for specific accounts.	
CHANGE ACCOUNT PREFE Use this page to change your account prefi ACCOUNT PREFERENCES				? Help	Enter a new description in the <i>Account</i> <i>Nickname</i> field and click the <i>Submit</i> <i>Preferences</i> button. The revised Nickname is displayed for all users with access to the account.	
Account Name ABC Company ABC Company	Account Number ▲	Account Nickname Siveep Operating	Display Everywhere		To restore the Nickname to the original descriptions, simply delete the information in the Account Nickname field and click <i>Submit Preferences</i> again.	

The system automatically resets the

Account Names as the Nicknames.

ABC Company

Show / Hide Columns

Submit Preferences

Show 10 🔻

TREASURY INTERNET BANKING

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Use this page to change your account preferences										
ACCOUNT PREFERENCES										
Show All	Search ,O									
Account Name	Account Number 🔺	Account Nickname 🔺	Display Everywhere							
ABC Company	*******91	Sweep	Ø							
ABC Company	******81	Operating								
ABC Company	*******89	Payroll	۵							
Show / Hide Columns			Shov	v 10 🔻						
- Submit Preferences										

The *Display Everywhere* feature controls the display of the account to all users in all screens.

This option should always be enabled unless there is a business need to immediately hide the account from all users.