

New Features and Enhancements – September 22, 2021

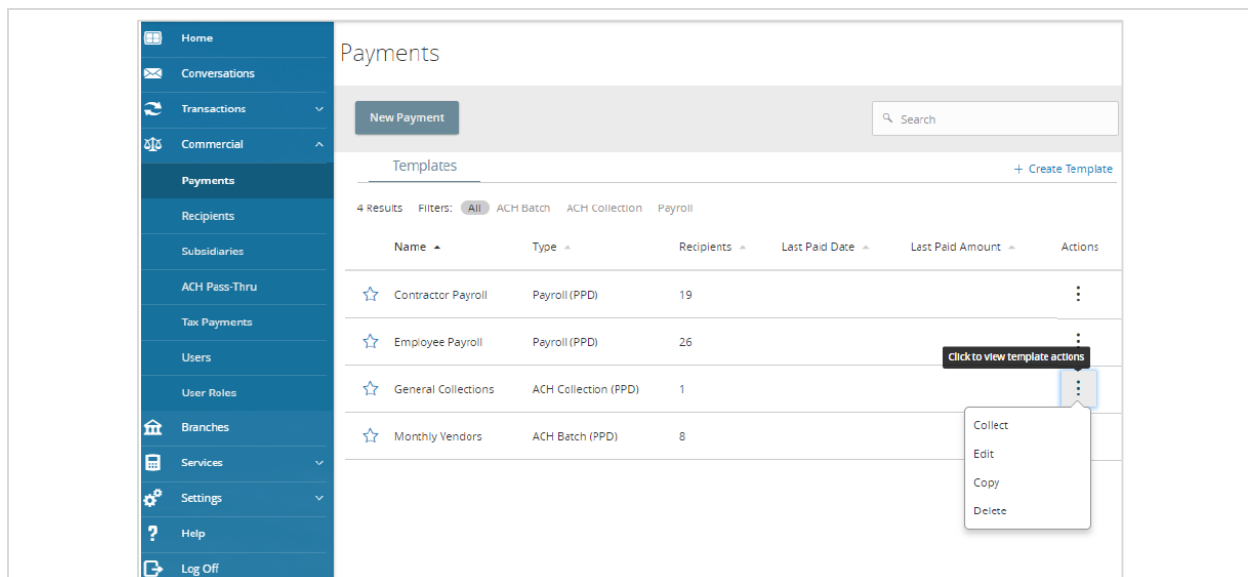
This guide will provide information on new features and enhancements in the September 2021 update for business online banking.

Commercial Payment Redesign

Templates, Payments, and Recipients have undergone a major redesign. These changes address the primary hurdles and concerns we heard from you - our customers. They include fewer clicks, single-page views, tabbing capabilities and fewer icons, as well as updating the look-and-feel of the workflows, optimizing them for better tablet and mobile view.

See the “Cash Management” section beginning on page 43 of the *Business Online Banking User Guide* for more information.

Some overall changes include:



- Removed card view from *Templates & Recipients*.
- Collapsed workflows into single-page forms:
 - ACH One-Time Payments & Templates
 - Wire One-Time Payments & Templates
 - Domestic & International
 - Single & Multi-Wire
 - Manage Recipient
- Removed *Pay* labels and replaced with *Collect* for ACH Debit transactions.
- Moved policy messaging to sticky-banner notification (previously located at bottom of page in yellow text).
- Separated the *Template Pay* workflow from *Template Edit*.

TotalAccess Welcome back, Ol' Betsy Flinter

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Search transactions

Created	Status	Approvals	Transaction Type	Account	Amount	
6/20/2018	Drafted	0 of 1	Payroll - Tracking ID: 114135	Payables Checking ****-9988	\$256.34	
6/20/2018	Drafted	0 of 2	ACH Collection - Tracking ID: 114110	Total Access Commercial Checking Account ****-9404	\$0.65	
6/20/2018	Drafted	0 of 2	ACH Collection - Tracking ID: 114108	Regular Checking ****-7887	\$8,587.50	
6/17/2018	Authorized	1 of 1	ACH Batch - Tracking ID: 111972	Regular Savings ****-5121	\$1.23	
5/11/2018	Drafted	0 of 2	ACH Collection - Tracking ID: 105040	Mortgage Loan ****-5129	\$0.12	
4/26/2018	Pending	1 of 1	ACH Batch - Tracking ID: 102933	Regular Savings ****-5121	\$1.23	
4/11/2018	Drafted	0 of 1	ACH Receipt - Tracking ID: 98434	Regular Savings ****-5189	\$0.00	
4/11/2018	Pending	1 of 1	ACH Receipt - Tracking ID: 98433	Regular Savings ****-5173	\$1.23	
4/11/2018	Drafted	0 of 1	ACH Receipt - Tracking ID: 98422	NICKNAME TESTING ****-9403	\$45.60	

Credits: [0] \$0.00 | Debits: [0] \$0.00

- Removed the right rail from the *Template/Payment* landing page & *Recipient Edit*.
- Moved the content of the *Recipient Edit* right rail into a new enhanced *Recipient Payment History* page.
- Removed most icons in favor of a contextual *Actions* menu.

- Added a sticky footer with subtotals on *Payment & Template* workflows.
- Moved policy messaging to sticky banner notification (previously located at the bottom of the page in yellow text).
- Enhanced utilization of inline error messaging and highlighting.
- Visibility of *ACH ID* behind the *Recipient Display Name*.
- No defaulting of *ACH Class Code* when more than one type is valid for the transaction type.
- No defaulting of *Subsidiary* when more than one is enabled for the transaction type.
- Multi-recipient select/add option added to *Templates & Payments*.
- In templates, *Grant User Access* minimized to a *Template Access Rights* link, which launches a search-capable and paginated overpanel.

Recipient/Account	Amount
Ada Davis Checking 97924931	\$2,000.00
Antwan Mansur Checking 22283258	\$4,000.00
Avo Heinty Checking 293923052	\$2,000.00
Cathleen Hammonds Checking 05718131331	\$1,500.00
Celia Myers Checking 24762751	\$2,000.00
Chante Mckean Checking 4113134141	\$2,000.00
Charlie Roberts Checking 789173054	\$2,000.00
Eileen Bolte Checking 8831212311	\$2,000.00

Amount: \$56,000.00 (26 payments)

Buttons: Cancel, Draft, Approve

- Simplified Payroll’s split payment workflow.
- Creating, editing or viewing Recipients from within the *Templates* or *Payments* workflows keeps the user in context.

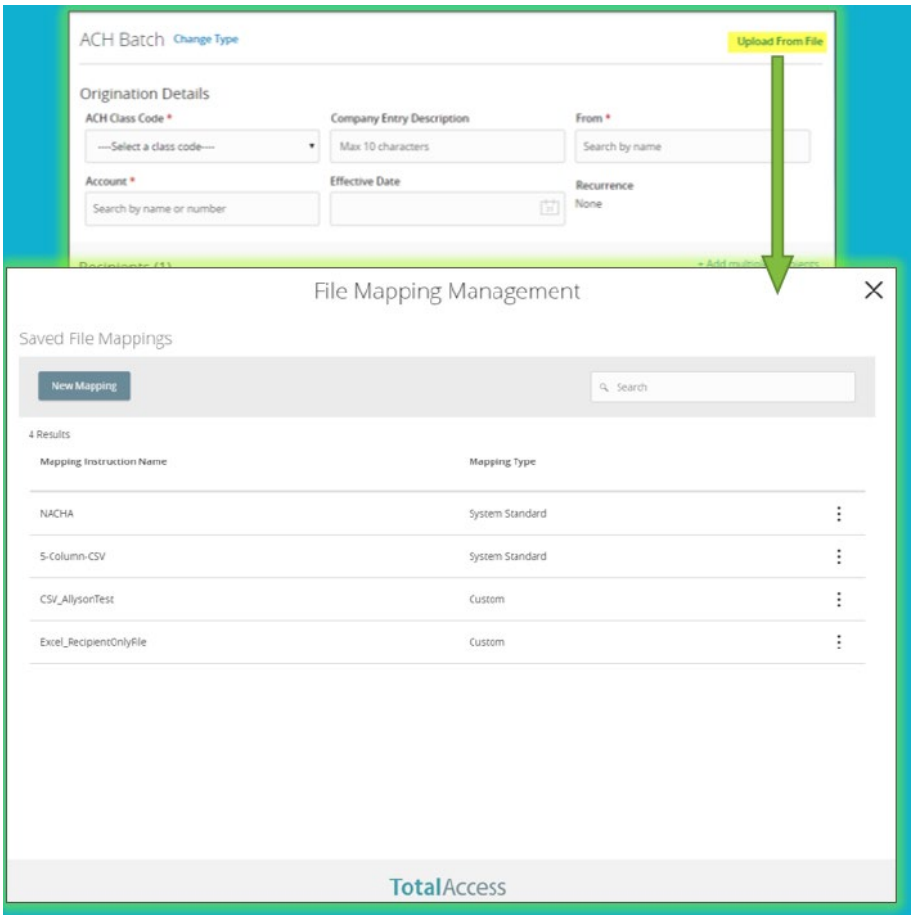
File Mapper

As an ACH user, you now have a versatile and flexible way to quickly create payment data and execute transactions. The capability to import files greatly reduces the amount of data entry required by you.

File mapper replaces the “Payment from File” workflow accessed via “Upload From File” for ACH one-time payments and is a mapping tool for uploading files. It allows you to define the order of data using a predefined list of column headers to more quickly create and submit ACH one-time payments.

See page 89 of the *Business Online Banking User Guide* for more information.

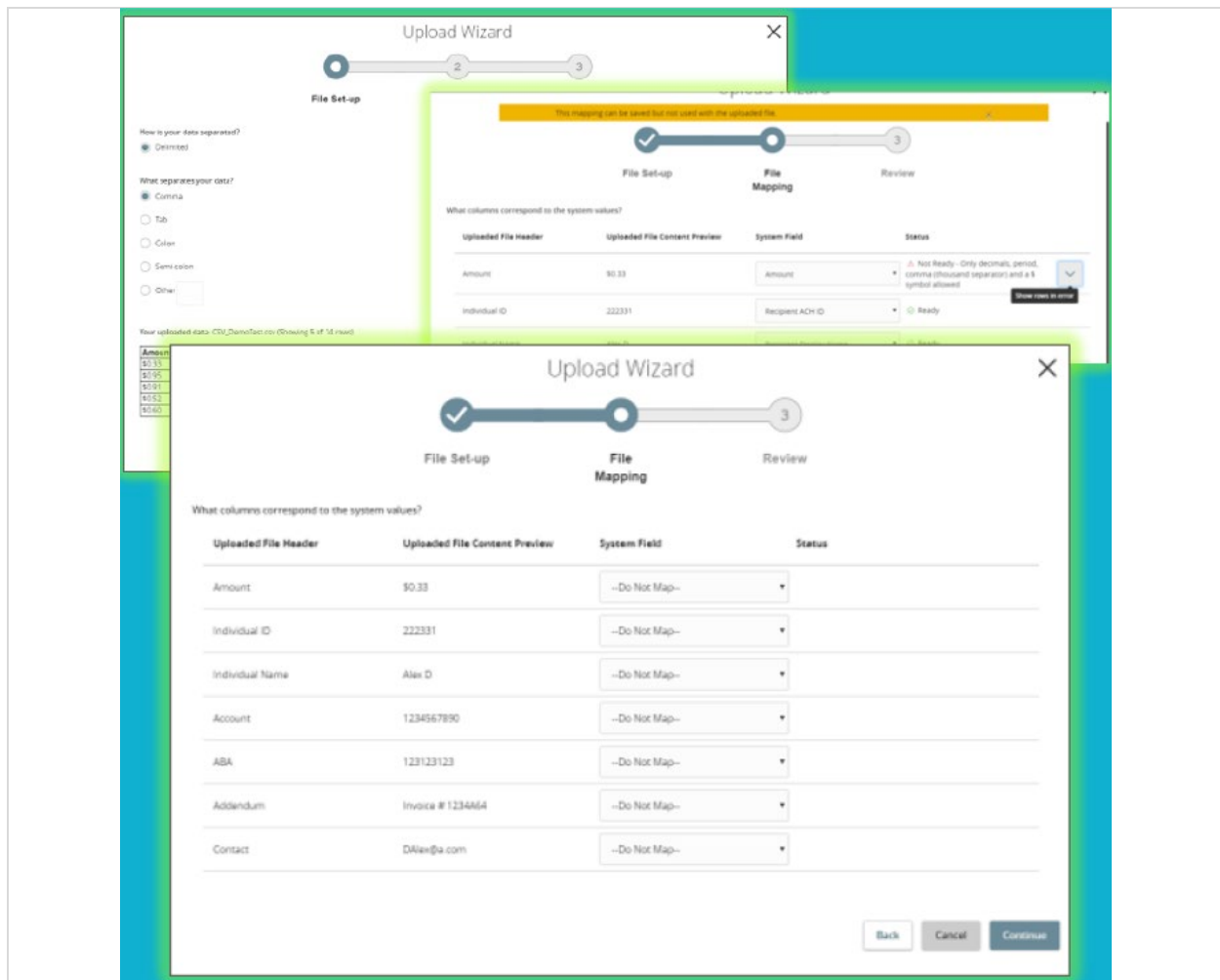
Features of File Mapper include:



The screenshot displays the 'ACH Batch' form with fields for 'ACH Class Code', 'Company Entry Description', 'From', 'Account', 'Effective Date', and 'Recurrence'. A yellow 'Upload From File' button is visible in the top right. A green arrow points from this button to the 'File Mapping Management' modal window. The modal window shows a table of 'Saved File Mappings' with columns for 'Mapping Instruction Name' and 'Mapping Type'. The table lists four mappings: NACHA (System Standard), S-Column-CSV (System Standard), CSV_AllysonTest (Custom), and Excel_RecipientOnlyFile (Custom). A 'New Mapping' button and a search bar are also present in the modal.

Mapping Instruction Name	Mapping Type
NACHA	System Standard
S-Column-CSV	System Standard
CSV_AllysonTest	Custom
Excel_RecipientOnlyFile	Custom

- Transaction types affected include ACH Batch, ACH Collections & Payroll.
- *Payment from File* remains accessible in the *New Payment* drop down to continue support of “Recipient Upload & Wire Upload From Batch” for appropriately entitled users.



- Offers Excel and delimited (CSV) file support.
- New mappings can be saved for one-time use and can also be saved as a private or shared file. If a mapped file is saved as a shared file, it will be available to all users assigned the same user role.
- Limited to 1000 recipients.
- Selecting the **Upload File** link on the transaction form will launch the *File Mapper Management* screen, where you will have the ability to use an existing file map, create a new one, edit or delete a mapping.
- The system will guide you through the process and provide high-level status checks during the mapping process. For example, if a field normally containing numerical values contains other characters, an error message will appear.
- Error messaging will be Column and Row # specific.
- File contents are parsed into the (editable) transaction workflow form.
- NACHA navigates to existing NACHA/Payment from the file workflow.

