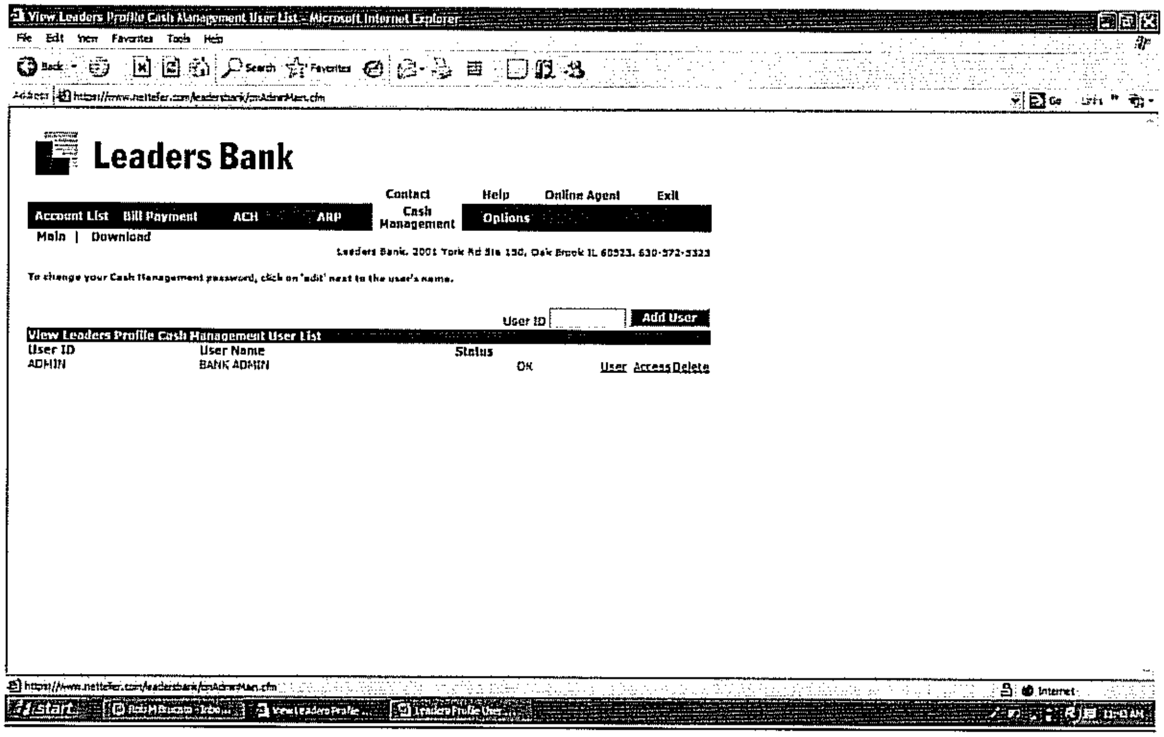
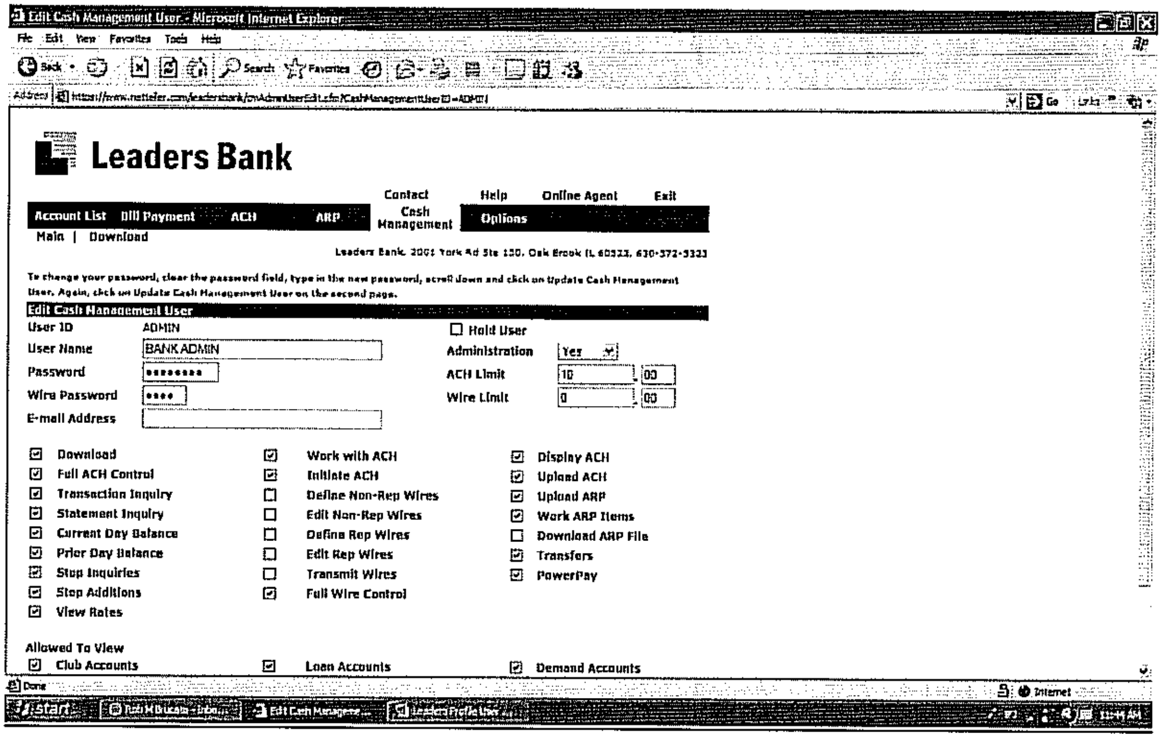


View Cash Management Users

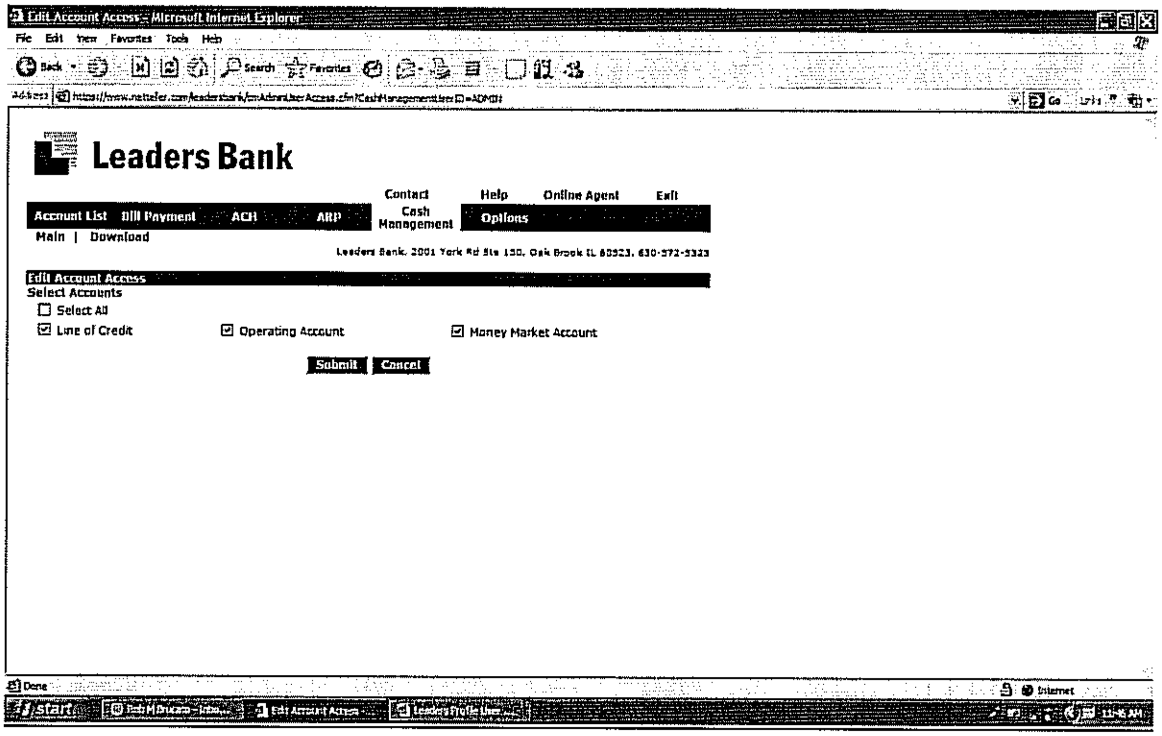
This screen will display when the **Cash Management** option is selected from the Main Menu. A list of all users will be displayed. Selecting the User link on the right side of the screen will allow you to edit user profiles, edit account access, and delete users. You may also add a user by selecting the **Add User** button near the top of the screen.



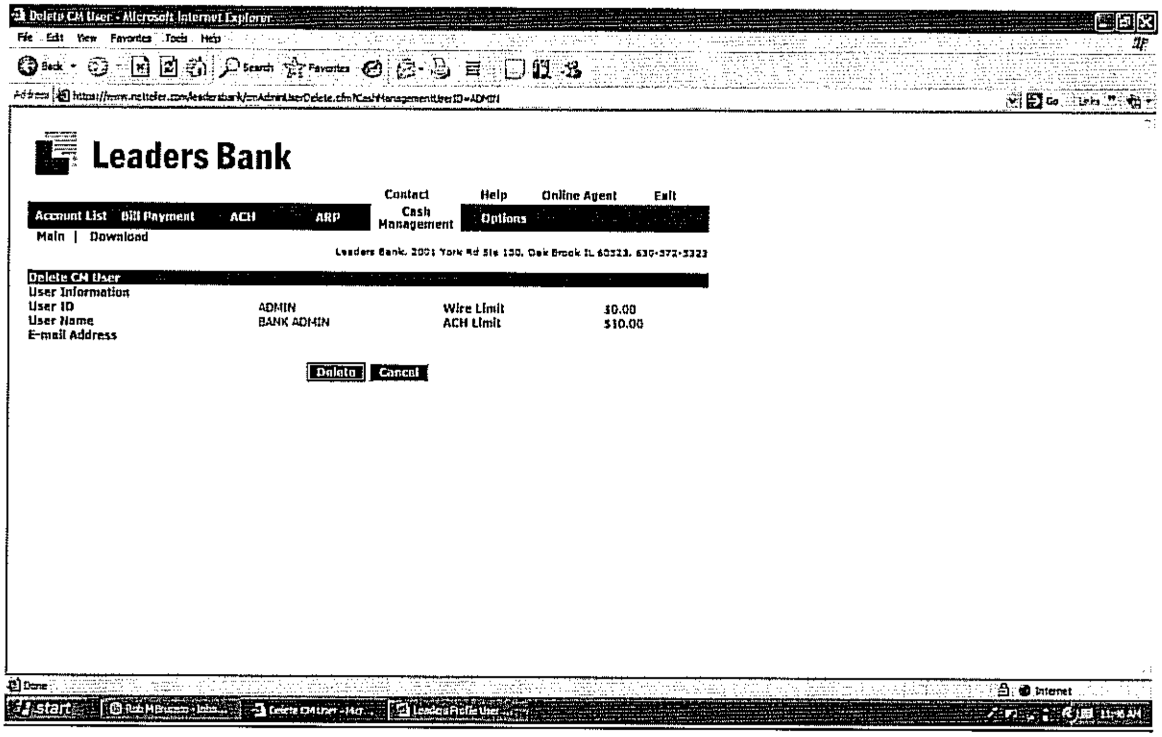
<u>Edit Cash Management User</u>
This screen will display when the <u>User</u> link is selected from the "Cash Management" screen from the Main Menu. In the **User Name** field, enter the cash management user's full name.

Note: Wire transfer initiation is currently not active on the system. Therefore, there is no need to enter a wire password.

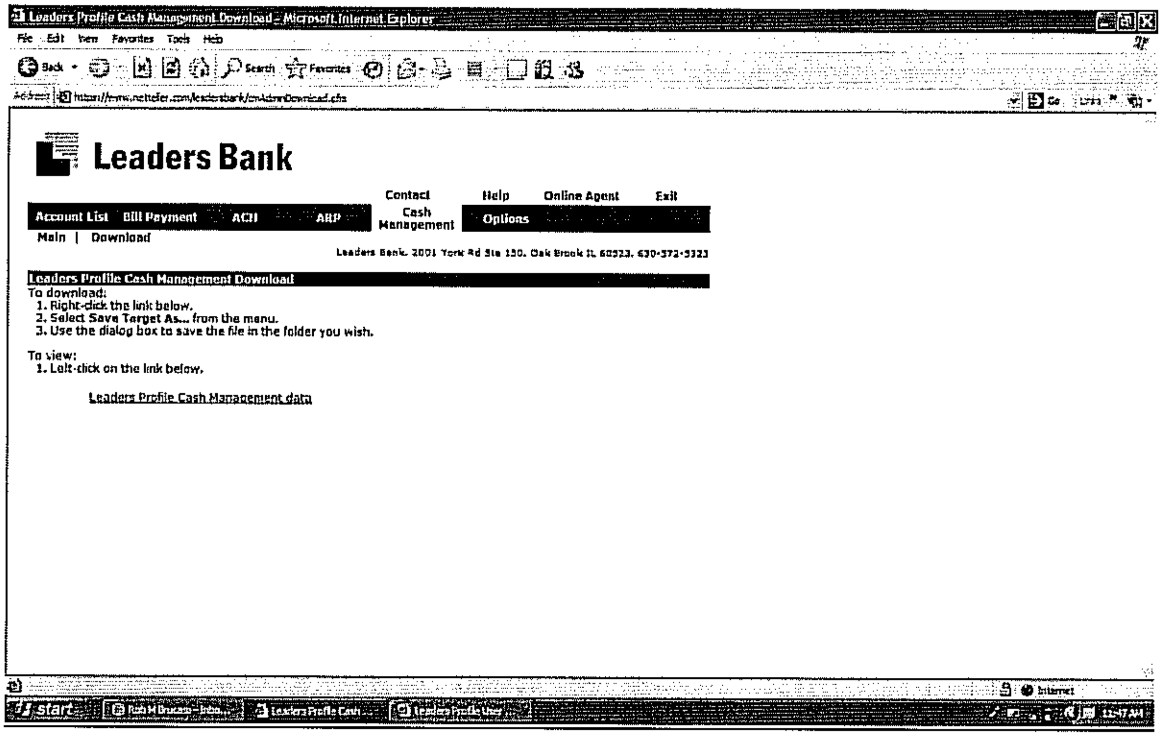
In the **ACH Limit** field, enter the maximum daily limit allowed for ACH batches. Select (or deselect) each option or function within the **Allowed Access To** and **Allowed To View** sections within this screen to designate the types of access and functions the user is allowed to have. Select the **Submit** button to save the information for the cash management user.



<u>Edit Account Access</u>
This screen will display when the <u>Access</u> link is selected from the "Cash Management" screen from the Main Menu. Select (or deselect) the account(s) that can(not) be accessed. Select the **Submit** button when you are finished.



Delete Cash Management User
This screen will display when the Delete link is selected from the "Cash Management" screen from the Main Menu. Verify the information and select the **Delete** button.



Cash Management Download
This screen will display when the **Download** option is selected from the "Cash Management" screen from the Main Menu. This will allow you to download, save to a file, and view cash management data, consisting of prior day balance and transaction totals. Follow the instructions to either view or download the information.