



TEXT BANKING HELP GUIDE

BOTH NEW AND EXISTING TEXT BANKING USERS WILL NEED TO ENROLL IN THE NEW TEXT BANKING FEATURE AS OF AUGUST 22ND, 2022.

To use text banking, you send a text message to 226563 (BANKME) with a command. When the action is complete, the text message reply includes the information or the results of the action.

BEFORE YOU CAN USE TEXT BANKING, YOU MUST DO THE FOLLOWING:

- Log into the new online banking experience
- Enroll in text banking
- Select the accounts to use with text banking
- Assign each account a text banking nickname
- (Optional) Configure the account order

TO ENROLL IN TEXT BANKING:

1. In the navigation menu, click or **tap Settings > Text Enrollment**. The Text Enrollment page appears.
2. Click or tap **On**.
3. Enter the number that you want to enable for text banking in the **SMS Text Number** field.
4. Click or tap **Terms and Conditions** to read the terms and conditions in another tab.
5. Click or tap **Privacy Policy** and read the privacy policy in another tab.
6. Select the **Agree To Terms** check box.
7. Click or tap **Save**.
8. In the **Enrollment Successful** message, do one of the following:
 - Click or tap **Close** to close the Text Banking settings.
 - Click or tap **Visit Preferences** to configure account preferences for text banking.

TO CONFIGURE TEXT BANKING PREFERENCES FOR ACCOUNTS:

1. In the navigation menu, click or tap **Settings > Account Preferences**. The Account Preferences page appears.
2. Click or tap an account that you want to use with text banking and do the following:
 1. Click or tap **Text**.
 2. Click or tap the SMS/Text Enrollment toggle to **On** to enroll the account in text banking.
 3. Click or tap the edit icon (✎) in the **SMS/Text Display Name** field to edit the display name of the SMS/text account. The nickname can contain 1-6 characters.

TO UPDATE THE TEXT BANKING NUMBER:

1. In the navigation menu, click or tap **Settings > Text Enrollment**. The Text Enrollment page appears.
2. Enter the new number that you want to enable for text banking in the **SMS Text Number** field.
3. Click or tap **Save**.

TO DISABLE TEXT BANKING:

1. In the navigation menu, click or tap **Settings > Text Enrollment**. The Text Enrollment page appears.
2. Click or tap **Off**.
3. Click or tap **Save**.



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