

IPad User Guide

Version 1.2

April 2015



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1 Introduction

1.1 Product Overview

Business Banking for iPad[®] is a native iOS app designed specifically for the iPad. This app allows you to access banking information from anywhere and at any time using an intuitive touch screen interface. You can view balances, transactions, alerts and bank messages. In addition, you can view/approve ACH & Wire transactions.

Diagram 1: Main System screen		10:52 A Hancock Bank	M Not Charging C
	 CASH BALANCES Available Balance AL / Dee's Paper Co., IncNickname - *4915 tx mobile test - *5270 HB of TX - *6097 AL mobile test - *0467 	\$63,522.6 \$59,417.7 \$9,228.7 \$7,431.1	73 Q 72 Q 15 Q
	 HB of LA - *8653 LA Mobile Test - *7301 	\$6,807.6 \$2,360.2	
	APPROVAL CENTER ACH Payments Wire Transfers	2	A ALERTS Wire Transfer payments are pending approval 03/24 08:04 AM Wire Transfer payments are pending approval 03/24 08:02 AM ACH payments are pending approval 03/24 08:01 AM ACH payments are pending approval 03/24 08:00 AM ACH payments are pending approval 03/16 04:11 PM
	 BANK ANNOUNCEMENTS ACH transactions that were double poserror have been corrected. Any fees th caused by this issue will be systematic refunded within 2 business days. We ag for any inconvenience this may have control of the systematic refunded within 2 business days. We apologize for any inconvenience the cause. Lockbox images are temporarily unavailable. We are 	ted in at were ally oologize uused.	SUPPORT Hours Of Operation: M-F 7am-5pm. Phone: 1-866-594-2304

1.2 Document Purpose

The purpose of this document is to describe the functionality of the Business Banking for iPad app.



2 General Attributes

2.1 Business Banking Widgets

You can view and interact with bank data via a series of widgets. Each widget provides specific banking functionality (e.g. viewing Cash Balances) and retrieves data from the bank's cash management system. Widgets are displayed on panels to which you can navigate by swiping left or right on the iPad screen. A panel with five separate widgets is illustrated below.





2.2 Orientation

The Business Banking for iPad app can be operated in either portrait or landscape orientation. Rotate the iPad and the screen rotates as well, adjusting the panels and widgets to fit the new screen orientation, as illustrated below.



2.3 Navigation & Touch Gestures

You can navigate and interact with the Business Banking for iPad app using standard Apple iOS touch gestures. These include the following: tap, swipe, and drag.

Tap: Tapping is the primary way to interact with the app. For example, you can tap a button by touching it with your finger.

Drag: Some widgets contain lists where not all of the data fits on the screen. You can scroll through these lists by dragging your finger up or down. Dragging your finger to scroll does not activate items on the list (which would be done by tapping).



2.4 Common Icons & Controls

The Business Banking for iPad app contains several commonly used icons and controls. These are described below.

- **1. Pull out Menu** Displays Help, Settings and Logoff functions.
- Refresh Will refresh the screen and the system will retrieve any newly available data from the bank.

Regardless of which screen you are on when the Refresh icon is tapped, all widgets will retrieve data from the bank and you will be returned to the main screen.

3. Expand/Contract - Expand increases the size of the widget to full screen. The Expand icon is illustrated below.

к,

Once a widget is expanded, the icon will be replaced with a Contract icon that is used to return the widget to its original size.

24	
_	
	~

=	TREASURY SOLUTION	10:55 Hancock Bank	Not Charging Not Charging Not Charging Q
٩	Available Balance		3
	AL / Dee's Paper Co., IncNickname - *4915	\$63,52	
	tx mobile test - *5270	\$59,41	7.73 Q
	HB of TX - *6097	\$9,22	8.72 Q
	AL mobile test - *0467	\$7,43	1.15 Q
	HB of LA - *8653	\$6,80	7.61 Q
	LA Mobile Test - *7301	\$2,36	0.27 Q
			<u>^</u>
	APPROVAL CENTER	~ ¥	A ALERTS
0))	ACH Payments	2	Wire Transfer payments are pending approval 03/24 08:04 AM
ŧ	Wire Transfers	2	Wire Transfer payments are pending approval 03/24 08:02 AM
			ACH payments are pending approval 03/24 08:01 AM
			ACH payments are pending approval 03/24 08:00 AM
			ACH payments are pending approval 03/16 04:11 PM
-	BANK ANNOUNCEMENTS		
	ACH transactions that were double poste error have been corrected. Any fees that caused by this issue will be systematical	were	Hours Of Operation: M-F 7am-5pm.
	refunded within 2 business days. We apo for any inconvenience this may have cau	logize	C Phone: 1-866-594-2304
P	working to restore them as quickly as po We apologize for any inconvenience this cause. Lockbox images are temporarily unavailable. We are	ssible. may	



4 Initial Setup

After you download the app to your iPad device, you must complete a one-time setup process to register and activate the installation. This process includes steps for Registration, Setup Password and Activation. These are described in the following sections.

4.1 Registration

Description: The Registration function submits registration information to the bank. This information must match the data that is set up on at the bank.

User Actions:

- 1) Input your User Id and mobile number. The Device Name field is automatically populated.
 - a) The User Id is the same as your online user Id.
 - b) The Mobile Number must match the one that is set up on the online system for your user Id. The activation PIN that is required to complete the activation process will be delivered via SMS text message to this mobile number.
- 2) When your user Id and mobile number have been entered, the tap the Next button.



4.2 Setup Password

Description: The Setup Password function is used to create the password that you will use to log in to the app.

- 1) Enter the password that you will use to log in to the app. You must re-type the password in the Confirm Password field.
- 2) Tap the Register button to proceed.
 - a) The app validates the newly created password.
 - b) If the password is valid, the bank will send a one-time activation code to your mobile number via SMS text message.



Password requirements are as follows:

				•	PASSW	ORD						
* Password and Confirm password must be the same.					Passwor	d:	••					
* Your password must be at least seven characters.				· ·		Passwor	d: •••	Reg	⊗ ister			
* Your password may not exceed 15 characters.												
* Your password must contain at least one alpha-numeric character.												
*You cannot re-use any of your previous 12 passowords.												
	1	2	3		4	5	6	7	8	9	ο	\sim
	-		/	:	;	() :	\$ &	œ	2	return
	#+=		indo	Т	•	•	?	!	•	"		#+=
		ABC									ABC	

4.3 Activation

Description: The Activation function activates the app so that it can be used on your iPad. This is accomplished by entering the activation code that was sent to your mobile phone via SMS text message.

- 1) Enter the Activation Code the bank sent to your mobile number.
- 2) Tap the Activate button.
 - a) If the activation code is valid, the system will load the main screen and begin retrieving data from bank.
 - b) If the activation code is invalid, an error message will be displayed.





5 Login

Description: The Login function securely logs you in to the app. Your user Id is the same one that you use to log in to bank's web system via the Internet. Your password is the one that was created during the Setup Password step of the Initial Setup process. These topics are described in Section 4 of this user manual.

Display/Rules:

- When the Login screen loads, the cursor defaults to the User ID field and the iPad's keyboard automatically displays.
- 2) User ID is a required field.
- 3) Password is a required field.
- 4) Three invalid login attempts result in your user Id being locked for ten minutes.

User Actions:

 The Remember User ID setting may be set to On for subsequent use. If set to On, the app will remember and display your user Id when you return to the Login screen.

Enter your login credentials and tap the Log In button. This will display the main app screen and automatically retrieve data from CASHplus. Note: You must be connected to the Internet in order to retrieve data from the bank.





- **1. Help** Displays the Help screen.
- Settings Displays the Settings screen. This allows you to change your password and view version and legal information.
- **3.** Logoff Displays the message confirming that you wish to logoff. If you select Yes, the app will be closed and you will be returned to the Login screen.

If you select No, you will remain on the same screen.

•••••• Verizon হ ? Help1	=	8:24 AM	TREASURY SOLUTION	* † Hancock Bank		harging
	•	CASH BALANCE				
Settings 2		Available Bal	ance			
🕞 Logout		AL / Dee's Paper Co	o., IncNickname - *4915	\$63,52	2.68	Q
		tx mobile test	- *5270	\$59,41	7.73	d d d d
		HB of TX - *609	97	\$9,22	8.72	Q
		AL mobile test		\$7,43		<u></u>
		HB of LA - *865		\$6,80		q
		LA Mobile Test	- *7301	\$2,36	0.27	2
	ď	APPROVAL CEN	TER	5	A	ALERTS
	()))	ACH Payments		2	A	Wire Tran 03/24 08:
	ŧ	Wire Transfers		2	A	Wire Tran 03/24 08:
					A	ACH paym 08:01 AM
					A	ACH paym 08:00 AM
					A	ACH paym 04:11 PM
	-	BANK ANNOUN	CEMENTS		Â	SUPPORT
	•	error have been	ns that were double post n corrected. Any fees tha	t were	€	Hours
		refunded within	issue will be systematical n 2 business days. We apo nience this may have cau	ologize	٩	Phone
		We apologize fo	ore them as quickly as po or any inconvenience this images are temporarily e are			



3 Business Banking for iPad Widgets

3.1 Cash Balances Widget

Description: The Cash Balances widget allows you to view balances for your accounts. When needed, you can drag your finger up or down to see more accounts in the list. A pie chart illustrates the distribution of your cash balances.

Note that widget presentation and functionality will vary depending on licensed service. The top image depicts Previous Day and Intra-Day filtering functionality while the latter depicts a since balance type data model, be it Previous Day or Intra-Day.

User Actions:

- 1) Tap the Expand icon to expand the widget to full screen and view transaction information for the first account in the list.
- 2) For filtering functionality:
 - Tap the data type filter to switch between Previous Day and Intra-Day.
 - b. Tap the As of date to select an alternate date
 - c. Tap All Accounts to select alternate account options.
- Tap an account row to expand the widget to full screen and view transaction information for the selected account.
- Tap the magnifying glass icon to display a popover box which shows all of the balances returned for the account from the bank (e.g. Available Balance, Closing Ledger, etc.).
- 5) You can drag your finger up or down to view additional balances.

3.2 Cash Balances (Expanded) Widget

Description: Expanding the Cash Balances widget allows you to view balances and transactions for a specific account. Any available check images can also be viewed.

As with the minimized widget, the presentation and functionality will vary depending on licensed service. The From Date and To Date calendars along with the Apply button are only available with the balance data filtering option.

	8:29 AM Hancock Bank	WHITTNEY	∦ Not Charging ■
CASH BALANCES			5
Available Balance			
AL / Dee's Paper Co., IncNickname - *4915	\$63,522.68	Q	
tx mobile test - *5270	\$59,417.73	Q	
HB of TX - *6097	\$9,228.72	Q	
AL mobile test - *0467	\$7,431.15	Q	
HB of LA - *8653	\$6,807.61	Q	
LA Mobile Test - *7301	\$2,360.27	Q	

BALANCES		
Available Balance	\$59,417.73	
Ledger Balance	\$59,417.73	Q
		Q
		Q
		Q
		Q



User Actions:

 Tap the Change Account button to display a popover box with all entitled accounts, as illustrated below. Γ

ACCOUNT	rs	
**1234 - 0	Checking 1	
**6789 - 5	Savings 3	
**3913 - 0	Check Imaging	Image
**5678 - 9	Savings 2	
**4567 - 5	Savings 1	
**3456 - 0	Checking 3	
**2345 - 0	Checking 2	

- a. Select a new account to close the popover box and refresh the Account Information and Activity sections with the new account number and data for that account.
- Tap the Change Balance Type button to display a popover box with available balance/ledger balance types, as illustrated.
 - a. Select a balance type to close the popover box, refresh the screen to display the newly selected balance type and refresh the Activity section.



CASH BAL	ANCES			1
Account	Information	Change A	ccount Change Balance	е Туре
	Account: HB of LA - *8653			
Avai	lable Balance: \$6,807.61			
	As of: 3/24/15			
Activity				
Date	Description	Reference	Amount Ima	ge
3/10/15	Memo Db		-\$0.01	
2/5/15	OLB Transfer-Credit		\$1.00	
2/5/15	OLB Transfer-Debit		-\$1.00	
11/21/14	OLB Transfer-Debit		-\$5.00	
11/6/14	OLB Transfer-Credit		\$1.00	

Т



3.3 Alerts Widget

Description: The Alerts widget allows you to view the alerts that are returned from the bank.

User Actions:

Drag up or down on the Alerts list to view all items in the list.



3.4 Bank Announcements Widget

Description: The Bank Announcements widget allows you to view the announcements that are returned from the bank.

User Actions:

Drag up or down on the Bank Announcements list to view all items in the list.

SANK ANNOUNCEMENTS

- ACH transactions that were double posted in error have been corrected. Any fees that were caused by this issue will be systematically refunded within 2 business days. We apologize for any inconvenience this may have caused.
- working to restore them as quickly as possible. We apologize for any inconvenience this may cause. Lockbox images are temporarily unavailable. We are



3.5 Approval Center Widget

Description: The Approval Center widget allows you to view a summary of the transactions that are pending approval. These are limited to items which you are entitled to approve. You can expand the widget to view the details of the transactions that are pending approval.

User Actions:

- 1) Tap the Expand icon to expand the widget to full screen and show the items that require approval.
- Tap a transaction type in the list to expand the widget to full screen and view pending transactions of the selected service.

3.6 Approval Center (Expanded)

3.6.1 Wire Approval

Description: The Wire Approval workflow allows you to view the details of wires that require approval and either approve or reject them.

- 1) Tap a different option on the segmented bar to view different transaction types that require approval.
- 2) Swipe up or down on the Wire Details list to scroll through the pending wires that have been returned from the bank.
- Tap the Approve button to display the Approve Verification screen, as illustrated below.

•••• Ver		ASURY	8:43 AM	6	🖇 Not Charging 🔲
	APPROVE VERIFICATIO	N			
🗹 A	Tracking Number:	MT15083000003			N _R
	Value Date:	3/24/15			Transfers
Wi	Amount:	\$1.00			
VV II	From Account:	TX / 3800 Main,	LLC - *7686		Approve Reject
	Beneficiary Name:	Wanda			
	Beneficiary Account:	654321			
			Approve	Cancel	
B€					
	Stat	us: Pending 1 Ap	proval		
	Entry Us	er: edithbates2			

- a. Tap the Cancel button to return to the prior screen without approving the wire.
- b. Tap the Approve button to approve the wire and it will ask for the security code from your security token.

C.	APPROVAL CENTER	5
()))	ACH Payments	2
ŧ	Wire Transfers	2

ACH Paymen		
	ts	Wire Transfers
Wire Details:		
Tracking Number:	MT15083000003	Approve Reject
Value Date:	3/24/15	
Amount:	\$1.00	
Beneficiary Name:	Wanda	
Beneficiary Account Number:	654321	
Sending Account Number:	TX / 3800 Main, LLC - *7686	
Status:	Pending 1 Approval	
Entry User:	edithbates2	
Entry Date:	3/24/15	
Profile Type:	NonRepetitive	
Wire Details:		
Vire Details: Tracking Number:	MT15083000002	Approve Reject
		Approve Reject
Tracking Number:	3/24/15	Approve Reject
Tracking Number: Value Date:	3/24/15 \$1.00	Approve Reject
Tracking Number: Value Date: Amount:	3/24/15 \$1.00 Tammy	Approve Reject
Tracking Number: Value Date: Amount: Beneficiary Name: Beneficiary Account Number:	3/24/15 \$1.00 Tammy	Approve Reject
Tracking Number: Value Date: Amount: Beneficiary Name: Beneficiary Account Number: Sending Account Number:	3/24/15 \$1.00 Tammy 123456	Approve Reject
Tracking Number: Value Date: Amount: Beneficlary Name: Beneficlary Account Number: Sending Account Number: Status:	3/24/15 \$1.00 Tammy 123456 TX / 3800 Main, LLC - *7686	Approve Reject
Tracking Number: Value Date: Amount: Beneficlary Name: Beneficlary Account Number: Sending Account Number: Status:	3/24/15 \$1.00 Tammy 123456 TX / 3800 Main, LLC - *7686 Pending 1 Approval edithbates2	Approve Reject
Value Date: Amount: Beneficlary Name: Beneficlary Account Number: Sending Account Number: Status: Entry User: Entry User: Entry Date:	3/24/15 \$1.00 Tammy 123456 TX / 3800 Main, LLC - *7686 Pending 1 Approval edithbates2	Approve Reject



- 4) Tap the Reject button to display the Reject Verification screen, as illustrated below.
 - a. The app automatically places the cursor in the Comment field and a keyboard is presented. You may enter a comment in this field.
 - b. Tap the Cancel button to return to the prior screen without rejecting the wire.
 - c. Tap the Reject button to reject the wire and view a confirmation message indicating that it has been rejected. The wire will be removed from the list.



3.6.2 ACH Approval

Description: The ACH Approval workflow allows you to view the details of ACH transactions that require approval and either approve or reject them. You can view pending transactions of different transaction types by tapping the appropriate heading.

- Tap a different option on the segmented bar to view different transaction types that require approval.
- 2) Swipe up or down on the Payment Details list to scroll through the ACH payments that have been returned from the system.
- 3) Tap the Approve button to display the Approve Verification screen, as illustrated below.

••••• Verizon	TR	EASURY	8:50 AM	<u>е</u>	Not Charging
APPR	OVE VERIFICA	TION			
🗹 A 🛛 Trad	cking Number:	ACH15083000002			3
E 6	Effective Date:	3/25/15			Transfers
	redit Amount:	\$7.95			
Pay	Credit Count:	53			Approve Reject
	Debit Amount:	\$0.00			Approve
	Debit Count:	0			
	Template:	PPD CR			
			Approve	Cancel	

- a. Tap the Cancel button to return to the prior screen without approving the ACH payment.
- b. Tap the Approve button to approve the ACH payment and it will ask for the

TREAS	SURY 6 TION Hancock Bank	Not Charging
S APPROVAL CENTER		
ACH Paymen	ts	Wire Transfers
Payment Details:		
Tracking Number:	ACH15083000002	Approve Reject
Effective Date:	3/25/15	
Process Date:	3/24/15	
Credit Amount:	\$7.95	
Credit Count:	53	
Debit Amount:	\$0.00	
Debit Count:	0	
Type:	PPD_PLUS	
Template:	PPD CR	
Description:	PPD	
From Account:	9999999999 - *6789	
Company:	ACH DEMO - 9123456789	
Entry User:	edithbates2	
Entry Date:	3/24/15	
Status:	Pending 1 Approval	
Payment Details:		
Tracking Number:	ACH15083000001	Approve Reject
Effective Date:	3/25/15	
Process Date:	3/24/15	
Credit Amount:	\$5.30	
Credit Count:	53	
Debit Amount:	\$0.00	
Debit Count:	0	
Туре:	PPD_PLUS	
Template:	PPD CR	
Description:	PPD	
From Account:	99999999999 - *6789	



security code from your security token.

- 4) Tap the Reject button to display the Reject Verification screen.
 - a. The app automatically places the cursor in the Comment field and a keyboard is presented. You have the option to enter a comment in this field.
 - b. Tap the Cancel button to return to the prior screen without rejecting the ACH payment.
 - c. Tap the Reject button to reject the ACH payment and display a confirmation message indicating that it has been rejected. The ACH payment will be removed from the list.

- Verizon	TREASUR	8:50 AM	೫ Not Charging ■
	REJECT VERIFICATI	ON	C4
M APPROVAL CEN	Tracking Number:	ACH15083000002	×ĸ
	Effective Date:	3/25/15	
Devenent Detai	Credit Amount:	\$7.95	
Payment Detai	Credit Count:	53	Reject
Track	Debit Amount:	\$0.00	Neject
E	Debit Count:	0	
	Template:	PPD CR	
Cr	Comment:	[
D		Reject Cancel	
	Debit Count: 0		
	Turner DDD DI	i ie	

3.7 Support Widget

Description: The Support widget allows you to view bank contact information.



3.8 System Settings

When you tap the Settings icon, the Settings screen displays where you can change your password and view version and end user license information.



3.8.1 Change Password

Description: The Change Password function allows you to change the password you use to log in to the app.

- 1) Enter your Old Password, New Password and Confirm Password fields. The app automatically displays the keyboard when you tap one of these fields.
- 2) Tap the Change Password button to complete the password change. Password requirements are as follows:
 - a. New Password and Confirm Password must be the same.
 - b. Your password must be at least seven characters.
 - c. Your password may not exceed 15 characters.
 - d. Your password must contain at least one alpha-numeric character.
 - e. You cannot re-use any of your previous 12 passwords.
- 3) Tap the Done button to return to the main app screen.

Verizon	TREASURY SOLUTION	8:55 AM Hancock Bank	Not Charging Done
SETTINGS		CHANGE PASSWORD	
Change Password			
About		Old Password	[]
		New Password	
		Confirm Password	
			Change Password



3.8.2 About

Description: The About section allows you to view the app's version number and end user license agreement.

User Actions:

1) Tap the Legal row to display the end user license agreement, as illustrated below.

	1:30 PN		8 Not Charging I
	Hancock Bank.	- WHITTAY	Done
SETTINGS	ABOUT		
Change Password			
About		Mobile/Tablet Bank	-
	manageme "Bank" or " information receive acc mobile pho devices (co Whitney Be Brank and d Louisiana a supplement Agreement "Masiar Ag Manageme If there is a of Use, the Mobile Table indemnifica Agreement apply only i construet I Bank, Any	Ioing business as Whitney B and Beast. These TM Mobile I and become part of the Tre , as the same may be amon resement?, governing the use and same the the the the same the same of the the same of the same the same of the same of the label banking Sarvese, provide thon and limitation of inability shall expressly apply to the is the TM Mobile/Tablet Banking on papyly of other e-Banking of	orient by Weihney Blank (and by Weihney Blank (a ACH transactions and a ACH transactions and a ALT transactions and and supported weihnes and transaction business and through Its bostness analy Services Master for the anti-fordia as Hearoach analy Services Master for the anti-fordia as Hearoach to be a commercial customerum, to be a commercial customerum, any use of the TM of one or more Timesury any use of the TM of Automatic Alterna of the provisions of the Master Service. These Terms of Use services the services and provisions of the Master provisions of the Master and the Alterna of the transactions of the Master and the Alterna of Use basis
	are enrolise commercial accessed b property en Grenzeury 3 Treasury 3 Treasur	is available to topso common in available to topso common common banks gravinosis of available common top and more services and the common services and the common services and the common services and the services and the services and the services and t	THA Clereft and may be the Clereft with have been been of the backwess life backwess life the clereft backwess lines life th

2) Tap the Done button to return to the prior screen.

•• Verizon	TREASURY SOLUTION	1:30 PM Hancock Bank	Q Warrier	8 Not Charging Done
SETTINGS		ABOUT		
Change Password				
About		Version		1.0
		Legal		>
		© Copyri	ght 2013-2014. All Rights	Reserved.



How to Register/Unregister Treasury Solution Mobile Application for Users

This section explains how to register/unregister the Treasury Solution mobile application from the user's mobile device.

6.1 REGISTERING:

- 1. Log on to Treasury Solution by using the login credentials of a system user.
- 2. Click Administration > User Admin.

Hancock Bank.	WHIT A BANK					
ACH Administration	Balance Reporting	nk Reports	Book Transfer	Check Management	Commercial Loan	Deposit Image
Account Group Mainten	ance User Admin	User Adminis	stration Approval	Account Maintena	nce Alert Setup	Audit Sum
Customer User: User	Administration					
User Administration Sur	mmary					
User ID All	~					
Status All	~				Go	
+ - 🗸 🔍	ុំតឹបិំំំំំំំំំំំំំំំំំំំំំំំំំំំំំំំំំំំ	∄ -1 ⊿				
+ - 🗸 🔍 First Name	ゆ 踏 む 面 E Last Name	3 ⊷ ⊿	User ID	А	dministrator	C
		B ⊷ i/	User ID EdithBates		dministrator es	
First Name Edith	Last Name	∄ -0 ⊮		Y		ļ.
First Name	Last Name Bates	₿ -0 ⊮	EdithBates	Yı Yı	es	ם א ד ד
First Name Edith Kenya	Last Name Bates Batiste	₿ ⊷ ⊮	EdithBates tmkbatiste	Yi Yi Yi	es es	F F

- 3. Select the user that needs to be setup with mobile permissions, right click & select modify.
- 4. Key in the **Mobile Number** under the General tab.

First Name:*		Last Name:*		
User ID:*	5]		
Department:	TMI-NO]		
Address:	1201 Dickory Ave.			
City / Town:	Harahan		_	
State		Postal Code:	70123-2175	
Province / Count	ry: USA			
hone No.:	1	Mobile No.:		Fax No.: 504-729-1049
E-Mail:*				
Security Informa	ation			
Activation Date:	06/28/2013	Status:	ctive 🗸	
assword:*	•••••	Re-Enter Password:*		
	Force user to change p	assword after next login		
v	Secondary Authentication	on Required		

Note: Ensure the system user has been granted the Mobile Admin permission.



5. Click on the **Permission** tab > **Mobile.**

General Permissions	listory			
Available			Assigne	ed
Mobile Approval ACH Approval Approval Balances Cash Balances	Add < R	xdd> I All >> emove emove All		~
ACH Administration	Balance Reporting	Bank Reports	Book Transfer] 🕨
Check Management	Commercial Loan	Deposit Images	Messaging	Mobile Portal
Wire Transfer				

- 6. Select the permissions that you would like to grant to the user & click Add.
- 7. Click Save. You can now register the device that is setup with this mobile number.

6.2 UNREGISTERING:

- 1. Log on to Treasury Solution by using the login credentials of a system user.
- 2. Click Administration > User Admin.

Hancock Bank.	WHIT A BANK	1		
ACH Administratio	on Balance Reporting	nk Reports Book Transfer	Check Management Con	nmercial Loan Deposit Imag
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Customer User: Use User Administration Si User ID All				
Status All	~		Go	
Status All + - 🗸 🔍 First Name	↓ 弾 ⑦ 節 晤 Last Name	່ງ ຫາງ ຟຟ User ID	Go	strator
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+ - 🗸 🔍 First Name Edith	◆ 路 む 庫 Last Name Bates	User ID EdithBates	Admini Yes	
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- 3. Select the user that needs to have mobile permissions removed, right click & select modify.
- 4. Remove the **Mobile Number** under the General tab.

General Inform	ation							
First Name:*				Last Name:*		1		
User ID:*								
Department:	TMI-NO							
Address:	1201 Dickory	Ave.						
City / Town:	Harahan							
State	LA V			Postal Code:	70123	2175		
Province / Count	try: USA							
Phone No.:	504-729-125	2		Mobile No.:	123-4	56-7890	×	Fax No.: 504-729-1049
E-Mail:*	1							
Security Inform	ation							
Activation Date:	06/28/2013	0,*	Status:		Active	~		
Password:*	•••••		Re-Enter	Password:*	•••••			
	Force user to cha	nge pass	word after	next login				
1	Secondary Auther	ntication I	Required					
4	Use Secondary Au	thentical	tion for Tra	nsaction				

Note: Ensure the system user has been granted the Mobile Admin permission.

5. Click on the **Permission** tab > **Mobile.**

General Permissions	History	
Available		Assigned
	Ada < F	Add> Add Add Add Add Add Add Add Add Add Add
	~	· ·
ACH Administration	Balance Reporting	Bank Reports Book Transfer
Check Management	Commercial Loan	Deposit Images Messaging Mobile Portal
Wire Transfer		

- 6. Select the permissions that you would like to remove from the user & click Remove.
- 7. Click Save. The user is now removed from the mobile application.
- 8. User can remove the app from their mobile device.