SETTING UP FRAUD ALERTS IN ACCESS ONLINE

1. Log onto Access Online at <u>https://access.usbank.com</u>. The Organization Short Name is UCSB (ucsb) for everyone. Use your User ID and Password. If you have never set up an account, click the REGISTER ONLINE link and complete the process before proceeding.

us	bank. Access [®] Online
Contact Us Login	Welcome to Access Online!
	Please enter the information below and login to begin.
	* = required
	Organization Short Name:*
	UCSB
	User ID:*
	vaughn1boyle
	Password:*
	•••••
	Login
	Forgot your password?
	Register Online

2. Select MY PERSONAL INFORMATION from the left-hand menu.

My Personal Information Home Mi Contact Us Me Training	lessage Center essage(s) from Acc	ess Online		American English -
Home Mi Contact Us <u>Me</u>	lessage Center essage(s) from Acc	ess Online		
Contact Us	essage(s) from Acc	ess Online		
Training				
PI	urchasing			Quick Links
	aronaonig			Manage Home Page Settings
Ac	cct#/Name:			Account Alerts
Ac	ccount ID:			Manage Contact Information
Ac	ccount Status:	Open		Manage Email Notifications
St	tatement Balance:	\$4,780.91	View Current Statement	Kun Transaction Detail Repo
Bil	Billing Cycle Close Date:	05/25/2018		View Last Cycle Transactions
Da				View Open Transactions
CL	urrent Balance: ()	\$943.09		
Cr	redit Limit: 1	\$20,000.00		
Δ.	vailable Credit: 🚯	\$19.056.91		

3. Select ACCOUNT ALERTS from either the left-hand menu or main screen.

usba	nk. Access [®] Online	[→ Log Out
Transaction Management Account Information Reporting My Personal Information • Password	My Personal Information)
Contact Information Manage Account Access Use Fraciles Account Alerts	Password Change your system password and create or modify an authentication response that v resetting a password.	vill be used when
Home Contact Us Training	Contact Information Update your user ID contact information (name, address, phone no., etc.). • Email Notification	
	Manage Account Access View access rights and user specific information, such as accounts and hierarchy leve • Add Accounts	l access.
	Manage Accounting Code Favorites Add favorites, enable favorites to be selected when reallocating and managing allocati existing favorites.	ons, and delete
	Account Alerts Encoll, view, or update your Alert preferences.	

- 4. Complete the rest of the form:
 - a. Enter or update your cell phone number (your personal number is probably the best one; if you do not have a cell phone, or prefer not to receive text alerts, you can leave blank) and email address (work email recommended).
 - b. If you have multiple accounts (cards) you may choose different fraud alert options for each of them.
 - c. For each of your cards, check the Text and/or Email boxes as the method(s) by which you wish to receive the alerts.
 - d. Read the Terms and Conditions, then click "I Accept."
 - e. Click SUBMIT.

nsaction Management	Account Alerts							
porting	User ID: ktucsb2017							
/ Personal formation Password Contact Information Manage Account Access Manage Favorites Account Alerts	FRAUD ALERTS: For your convenience, we account(s).	will send an alert wh	ien suspicious activity	is detect	ed on an	y of your enrolled		
ne	Contact Information							
ntact IIs	Mobile (U.S. Only)	() 805-555-5555						
ining	Email	cardholde	r@ucsb.edu					
			Purchasing	V	V			
			Purchasing	v	1			
	Accept the Terms and Conditions							
	wireless provider are not responsible for any delayed or undelivered messages. Messages may							
	be delayed or not delivered Standard toxt mossaging f	d due to factors out	side of the carrier's co	ntrol and	U.S. Ban	ik's control.		
	provider. You can manage	your mobile phone a	and email preferences	online at	Access	Online.		
	Receive additional support	or help by calling 8	00-523-9078.					
	Printer Friendly Terms and Conditions							
	☑ I accept the Terms and Conditions							
	By colocting Submit Logra	a to the Terms and	Conditions for account	t Alarta [Dy aliaking			
	by selecting Submit, Lagre	e to the remis and	Conditions for account	Alerts. L	by clicking	y cancel, you will		

5. Text and/or email fraud alerts are now set up for your FlexCard(s)!