consumers
credit union

How to personalize your dashboard

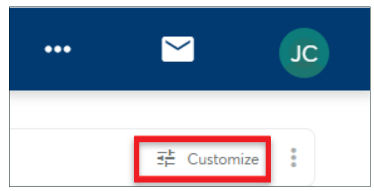
Your dashboard is the main screen you land on when you log in. From it, you can navigate anywhere in Online Banking. You can customize what you see on your dashboard to personalize your experience. Follow these steps to learn how to **turn tiles on/off, reorder accounts** and **hide accounts.**

How to turn tiles on/off

1.

Log in to Online Banking. On the upper right-hand side of the screen, click **Customize.**

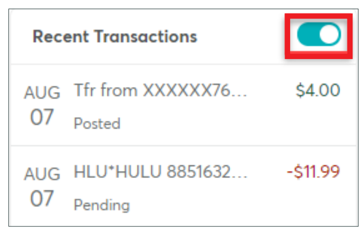
Result: Dashboard Tile toggles become visible.



2.

Click the **toggle** to select or deselect the tiles you would like to show.

- Blue means the tile is visible.
- Gray means the tile is not visible.



3.

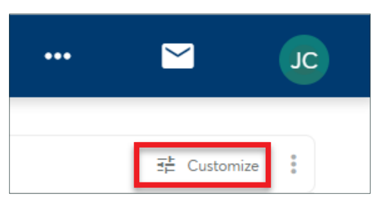
On the upper right-hand side of the screen, click **Save.**

How to reorder accounts

1.

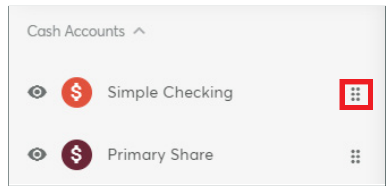
Log in to Online Banking. On the upper right-hand side of the screen, click **Customize.**

Result: Three lines will become visible on the left-hand side of your accounts.

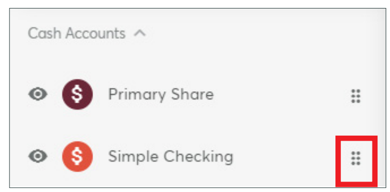


How to personalize your dashboard (cont.)

2. Press and hold the **three lines** next to the account you would like to move.



3. **Drag and drop the account** to move it to the desired location.

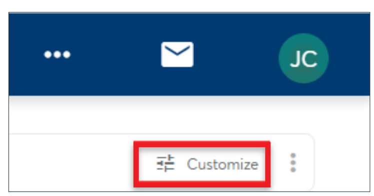


4. On the upper right-hand side of the screen, click **Save.**

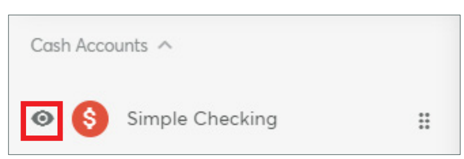
How to hide accounts

1. Log in to Online Banking. On the upper right-hand side of the screen, click **Customize.**

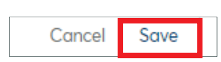
Result: An **eye icon** will become visible on the right-hand side of your accounts.



2. Click the **eye icon** next to any accounts you would like to hide from view.



3. On the upper right-hand side of the screen, click **Save Changes.**

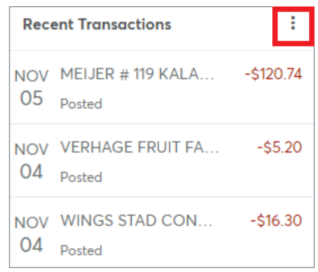


How to personalize your dashboard (cont.)

How to customize recent transactions

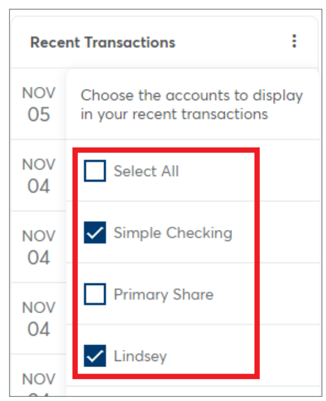
1.

Log in to Online Banking. On the **Recent Transactions** tile, click the three dots at the top right.



2.

Select only the accounts for which you want to see recent transacations for.



3.

Click the **three dots icon** again to close the dropdown.