

Digital One Flex FIS Web Administration Configuration Tools for Autobooks

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Configuring & Validating Autobooks via the Web Administration Tool

To enable or disable an institution, there are 6 main areas within the Web Admin Tool that can be configured:

- 1. Online Banking Module
- 2. Account Capabilities
- 3. Security Profiles Services Tab
- 4. User Type Service Entitlements
- 5. Menu Editor (User Interface)
- 6. SSO Concentrator (SSOC)

Enable Autobooks Online Banking Module

The Online Banking Module for Autobooks items will be present following enablement by FIS. Unchecking this module is the quickest way to disable access to the Autobooks feature.

	EB ADMINISTRATION		12.1
BANKS Search Bank List Holding Companies Support Dashboard SYSTEM	Online Banking Modules <u>Control Panel</u> Available Modules <u>Check All</u> <u>Uncheck All</u>	Online Banking is online	PRINT
Configurations Security Change Password Alerts Alert Preferences REPORTS TRANSACTIONS FILE TRANSFER CUSTOMER CARE CONSOLE LOG OFF	 Account Opening Account Transaction Register Accounts ACH ACH Positive Pay Additional Services Additional Services - UTransfer Administration Alerts Autobooks Banker on the Go Bill Pay Calculators Check Imaging CheckFree Company Admin Customer Service Dynamic Transfer e-Statements External Transfer 		

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Enable Autobooks Account Capabilities

This section is used to identify the Account Types that are valid to be passed to Autobooks. This will also make the 'Autobooks' entry available on the Security Profile services. From a security perspective, the Autobooks feature will be considered one item. The individual links will be controlled at the User Type level.

1. On the Control Panel, select "Account Capabilities."



2. In Account Capabilities, select Account Type (Checking) and scroll down to find Autobooks in the Capabilities list.

FIS	B ADMINISTRATION		12.1.6
BAIKS SYSTEM Configurations Security Change Password Alerts Alert Preferences HEImORETS	Account Capabilities © <u>Control Panel</u> Account Type [abc	Online Banking is online	
TRANSACTONS FILE TRANSFER CUSTOMER CARE CONSOLE LOC 0++	Capabilities <u>Check All</u> Account Balance Account History Account Transaction Register Akshat Request Akshat Test Request ALERTS TEST Request ALERTS TEST Request ALERTS Testing Request API Automation Request Approve Recurring Transfer Approve Transfer A	Last Deposit Field Available Balance Default Account Detail Time Period Date Range Balance Configuration Available Balance Calculation © Show Available Balance on Detail Available Balance to display on Account Detail Available Balance Available Balance Label	

The above screenshot shows that this Account Type is enabled for Autobooks

- Note: An institution can have multiple checking account types; each of which would need to be enabled for Autobooks.
- When FIS enables an FI, all base account types of checking and savings are automatically enabled for Autobooks. (Note: money market accounts are included as a base checking account type.)

Enable Autobooks for a Security Profile

Every user on Digital One Flex is assigned a security profile, similar to a 'group.'

- The Security Profile provides access permission to the Autobooks feature. If Autobooks is not selected, the user will not be allowed to integrate to Autobooks.
- Autobooks must be turned on at the Account Capabilities level to proceed to this step. Account Capabilities is the driver of what accounts get sent to Autobooks.
- 1. Navigate to Security Profiles on the Control Panel.



2. Choose a Security Profile Name, then click Access. e.g., Retail User.

-IS 🕨	EB ADMINISTRATION		
	Security Profiles a	Online Banking is online	PRINT
	Control Patien		
	Contraction Designed		
	Security Profiles <u>Create a New Profile</u>		
Loved STATUS Security S	Security Profile	Description	
DATES verganation teady main assured main assured main assured the Polateroose representation represen	Account Transaction Only	Account Transaction Only	Access Limits Delete
9YSTEM Person Control II PARING Protein Control II PARING PROTECTION PARING PROTECT		AkshatACH	Access Limits Delete
SYTEM Sect Grappation Searly Conseptement And Protections FIF TOWER CARE CONSOLE LOO OFF FIF Approx Cust CMER CARE CONSOLE Approx Appro	api_automation_vik	api_automation_vik	Access Limits Delete
		approve	Access Limits Delete
	Approve Only	Approve Only	Access Limits Delete
	AQHSecurityProfile	Automation Security Profile	Access Limits Delete
	Ashish Profile	Ashish Profile	Access Limits Delete
	ATP11SecurityProfile	Automation Security Profile	Access Limits Delete
SPISTUM Securit Securit Securit Securit Securit Securit Securit TRANSACTONS TRANSACTONS TRANSACTONS Securit CUSTOMER CARE CONSOLC Securit LOUDIT Securit Actes Actes Cash	Automation_UI	test test	Access Limits Delete
	Basic Business		Access Limits Delete
	Cash Management ACH		Access Limits Delete
	Cash Management ACH Credit Only	Credit Offset	Access Limits Delete
	Cash Management ACH Debit Only	Offset Debit	Access Limits Delete
	Cash Management Dual Control	Cash Management Dual Control	Access Limits Delete
	Cash Management NO Access		Access Limits Delete
	Cash Management w/Bill Pay	Cash Management w/Bill Pay	Access Limits Dalete
	Dani - No Bill Pay	Dani - No Bill Pay	Access Limits Delete
	Dani Dual Control	Dani Dual Control - Please do not change	Access Limits Delete
	deepanewprofile	deepanewprofile	Access Limits Delete
	Dee's EXTERNAL Transfers	Dee's EXTERNAL Transfers	Access Limits Delete
	DevConnectPhenomsSecurityProfile		Access Limits Delete
		dheer	Access Limits Delete
	dummy securityProfile	dummy securityProfile	Access Limits Delete

3. Within the Security Profile, Autobooks will be found in the Services tab. Check the box.



- This is PER account type within the selected Security Profile (i.e. Retail user, Checking). The above screenshot shows a Retail User profile with a abc1 account type.
- Autobooks will not appear in the list of check boxes unless the Account Capability for that account type has been enabled.
- When FIS runs a mass enablement or individual implementation, they will create Account Capabilities, then auto-enable the security profile for each of those checking and savings account types (account capabilities).

Control Panel

BAILES control Panel sereth Auge Paweed ket Parenet ket Parenet FRAMER ANSFER FRE TRANSFER COntrol Panels Control Panels Account Camba Account Ca	ilities Manage account capabilities (e.g. transfer to from, check of Manage ACH groups and settings Ad Images Setup Create and manage agreements.	Online Banking is onlir orders).	ine	PRINT
Auge Fanord ent ent Notessee FE E LOG TO TE E LOG OFF LOG OFF LOG OFF LOG OFF LOG OFF LOG OFF LOG OFF LOG DE LOG OFF LOG DE LOG	ilities Manage account capabilities (e.g. transfer to 'from, check of Manage ACH groups and settings Ad Images Setting Create and manage agreements. Manage Barch Load settings	orders).		
REPORTS ACCOUNTLANDS TRANSCOVER DATA FRETERANSTR Add.Images.Setu USTOWRF ACRECORD LOG 077 Batch.Load Set Data Limits EDZ Setu Ela Transfer Fish Transfer Fish Transfer Fish Transfer	Manage ACH groups and settings pp Ad Images Setup Create and manage agreements. up Manage Batch Load settings	orders).		
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FRETERANSER INTOME CARE CONST LOG OFF Batch Load Set CE Setup Customer Care Delta Limits DDE Setup Eidelme Bill Gateway. Setup Gateway. Setup	Create and manage agreements. up Manage Batch Load settings			
LOG OFF Batch Load Set CF. Setup Customer.Care Dollar Limits FDF Setup Fidelity.Bill.2r Ele Transfer FIS Payment M Gateway.Setup	up Manage Batch Load settings			
Eaten Losa Set C.S. Stup Customer Care. Dollar Limits EDE Setup Eidelity, Ball 2p, Eile Transfer EIS Paymenth Gateway Setup				
Customer Care Dollar Limits EDE Setup Fidelity, Bill Pay Eile Transfer EIS Payment M Gateway, Setup	Configure CheckFree (Pass-Through)			
Dollar Limits EDE Setup Fidelny, Bill Pa- File Transfer FIS Payment M Gateway Setup				
FDF Setup Fidelity Bill Par File Transfer FIS Payment M Gateway Setup	Console Manage Services Settings			
Fidelity Bill Pa File Transfer FIS Payment M Gateway Setup	Manage default dollar limits			
File Transfer FIS Payment M Gateway Setup	Manage FDF connectivity.			
FIS Payment M Gateway Setup	Manange Fidelity Bill Pay configuration options			
Gateway Setup	Manage File Transfer configuration			
	anager Manage FIS Payment Manager configuration			
	Configure Gateway connectivity			
HCS Configura	tion Manage HCS connectivity options			
Holidays	Manage holidays that processing will not occur on.			
HORIZON Set	Manage HORIZON connectivity and transaction options.			
IBS Setup	Manage IBS connectivity and transaction options.			
Imaging	Manage check imaging interface configuration.			
Information Re	porting Manage Information Reporting Config			
Login Page	Manage OLB Login Page			
Manage Alerts	Manage Alerts messages			
Manage Dynam	nic Tflmsfer Manage Dynamic Transfer Configuration			
Manage Transa	ction Register Manage Account Transaction Register Configuration			
Metavante CSP	Setup Configure Metavante CSP (Pass-Through) Java client setti	ings.		

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Enable Autobooks SSO via SSO Concentrator

The purpose of the SSOC concentrator is to set the parameters for the SSO integration. The initial configuration must be done by FIS who will also assign the proper FI values. The screens below are provided primarily for you to be able to validate your setup and triage issues that may arise.

1. Navigate back to the Control Panel, then scroll down to "SSO Concentrator."



During implementation FIS will create the Concentrator below. Autobooks is the top row under 'SSO Concentrator Connection.'

2. Click 'Modify' for Autobooks.

	EB ADMINISTRATION						
DANKS SYSTEN SYSTEN Society	SSO Concentrator Connections	3		Online Banking is		PRINT	
unity	Control Panel						
	FI Encryption Key (hex 48 characters) *			8A480837F7CFFA2A31C5E655	7		
	THE R. P. LEWIS CO., LANSING			000000000000000000000000000000000000000	1		
	Initialization Vector (hex 16 characters) *			000000000000000000000000000000000000000			
	Save Changes						
BANKS BANKS SYSTER Adjurnatas and Anap Pasmod B FIL TONASCTONS FIL							
	*Required						
	SSO Concentrator Connection	Category		Account Capability Name	FIAppKey	Enabled	
	Autobooks	Bookkeeping		Autobooks	971	Yes	Modify
LDANS SYNTEN SUBS Palsmord ferences REPORTS FILE TRANSACTORS FILE TRANSACTORS MER CARE CONSOLE LOG OFF	EasCorp Check Imaging 3.0	Check Image	5	EasCorp Check Imaging 3.0	64	No	Modify
	EasCorp Check Imaging new	Check Image		EasCorp Check Imaging new	111	No	Modify
	Harland Check Imaging 1.0.0	Check Image		View Check Image	474	No	Modify
	LBS In-House Check Imaging 1.0.0	Check Image		LBS In-House Check Imaging 1.0.0	51	No	Modify
	Northwest Corp. Check Imaging 1.0.0	Check Image				No	Modify
	QA Generic Check Image 1.0.0	Check Image		View Check Image	296	Yes	Modify
	TWS Check Imaging 1.0.0	Check Image		TWS Check Imaging 1.0.0	383	No	Modify
	Deluxe Check Reorder	Check Reorder			4831	Yes	Modify
	FIS CCX	Commercial Image Capture		View Statement	5011	Yes	Modify
	FIS EZCard	Credit Card		FIS EZCard	5034	Yes	Modify
	TSYS CardManager 1.0.0	Credit Card		TSYS CardManager 1.0.0	510	No	Modify
	Andera	Electronic New Account Opening			384	Yes	Modify
	uMonitor	Electronic New Account Opening			39	No	Modify
	Business Data, Inc E-Statements 1.0.0	eStatement				No	Modify
	Business Data, Inc E-Statements new	eStatement				No	Modify
	CFS E-Statements 1.0.0	eStatement		View Statement	888	No	Modify
	F-Delivery F-Statements 1.0.0	eStatement		View Statement	150	No	Modify

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- 3. Within Autobooks Configuration, ensure that the "enabled" checkbox is checked.
 - To enable Autobooks integration (from any link) click the 'Enabled' checkbox.
 - Unchecking the 'Enabled' checkbox will cause the Autobooks integration to fail if any link is still viewable and clicked by an end user.

FIS	EB ADMINISTRATION		12.1.7
BANKS SYSTEM Configurations	Autobooks Configuration	Online Banking is online	
Security	Control Panel > SSO Concentrator Con	nections	
Change Password Alerts	SSO Concentrator URL *	https://dflexapimaz.figglobal.com/SSOC	
Alert Preferences REPORTS TRANSACTIONS	FIAppKey *	971	
FILE TRANSFER	Enabled		
CUSTOMER CARE CONSOLE LOG OFF	Parameters		
	Name Prefix First Name Middle Name Last Name User Name Gustomer Number SSN or TIN SSN or TIN List Address 1 Address 3 Cry State Country Zip Email Phone Number Account Number	MICR Check Clear Date Check Annount Fidelity Investments StreetScape ID SAND Positive Pay Company ID SAND Positive Pay Company ID SAND Positive Pay Company ID Comment Check Side Comment Return URL Brarbert URL Brarbert URL Stand Date Encount Synce Encount Synce Per-fill Accounts Per-fill Accounts Per-fill Accounts	

• The FIAppKey value identifies the individual Bank which must be assigned by FIS.

User Interfaces - Adding Autobooks as a Menu Item

The Menu Editor identifies the Autobooks menu item in the Tools menu (or whatever menu an FI may have configured).

During implementation FIS will:

- Set the default description to "Send Invoices and Accept Payments." The FI can update if desired.
- Place the default description in the existing Tools menu. NOTE: If the FI has renamed or removed the Tools menu, this step will be skipped and the entry will need to be completed manually. The entry can be completed before enabling the FI if desired. The User Type entry being enabled will control whether this menu item displays or not.

1. Navigate to the control panel and select User Interface Profile.

BANKS	COMMERCIAL DISTRIBUTION OF COMMERCIAL DISTRICTION OF COMMERCIAL DISTRICT OF COMMERCIAL DISTRICTORIAL DISTRICTOR	Manage Online Banking accessionity
SYSTEM	OOB Configuration	Manage OOB Configuration
rigurations	People Pay Configuration	Manage People Pay Configuration
curity	Personal Finance	Manage Personal Finance Configuration
	Phone and Email Configuration	as Manage Phone and Email Configurations
	Positive Pay	Configure Positive Pay
REPORTS	Scheduled Tasks	Create and manage scheduled tasks (e.g. file exports, recurring transaction processing).
TRANSACTIONS	Secure Sign-On Setup	Manage Device ID Configuration
CONTS SYSTEM Configurations isocially 2hange Password diets Und Preferences REPORTS FRANKACTIONS FILE TRAINSFER CUSTOMER CARE CONSOLE LOG OFF	Security Profiles	Create and manage security profiles for users.
EANKS SYSTEM Configurations Security Change Password Akrts Akrts REPORTS TRANSACTIONS FILE CUSTOMER CARE CONSOLE	Security Settings	Manage username/password requirements, maximum login tries and hide/unhide accounts.
	Self Enrollment	Manage Self Enrollment
	Sign On Pages Configuration	Configure Header/Footer for Sign On and Secure Sign-On pages.
	SQL Reporting	Manage SQL Reporting
	SSO Concentrator	Configure SSO Concentrator Connection
	SSO Interfaces	Configure SSO Interfaces
	Statement Imaging	Manage statement imaging interface configuration.
	Statement Preferences	Manages Statement Preferences
BANKS SYSTEM Configurations leacantly Joint public of the system Joint Preferences REPORTS TRANSACTIONS FILE TRANSFER CUSTOMER CARE CONSOLE	Stop Payment	Manage Stop Payment Options
	Tran Code Mapping	Manage history tran code mapping from host or BAI2 files.
	Transaction Fees	Manage Transaction Fees Configuration
	Transaction Security	Configure Security for Transaction Types.
	Transaction Setup	Manage transaction processing options, retries and ordering.
BANKS SYSTEM Configurations locatily Longe Password Nets Jact Preferences REPORTS TRANSACTIONS FR.E TRANSFER CUSTOMER CARE CONSOLE	Transfer Configuration	Manage Transfer Configuration
	Transfer Descriptions	Manage transfer to from descriptions.
	Transfer Types	Configure tran codes for transfer types.
	UMenitor Configuration	Manage UMonitor Configuration
	User Interface	Create and manage user interface profiles.
	User Types	Create and manage user types.
REPORTS REPORTS TRANSACTIONS FILE TRANSFER CUSTOMER CARE CONSOLE	UTransfer Configuration	Manage UTransfer Configuration
	WebConnect	Manage WebConnect Settings

2. Select the User Interface Profile you wish to add the Autobooks drop-down menu item.

WEB ADMINISTRATION		
SYSTEM User Interface Profiles p	Online Banking is online	(PH) (P
Control Panel		
User Interface Profiles Create a New Profile Manage Bank Br	anding Negative Amounts Site Footer Speed Bump Timeout Warning	
Profile Name	Description	
ACCOUNT TRANSACTION ONLY	ACCOUNT TRANSACTION ONLY	Modify Del
RANSFER AkshatACH	Akshat	Modify Del-
CONSOLE apl_auto_with_ACH	api_auto_with_ACH	Modify Del
LOG OFF api auto_without_ACH	api_auto_without_ACH	Modify Del-
approve	approve	Modify Del
AQHUIProfile	Automation Profile Description	Modify Del
Ashish Profile	Ashish Profile	Modify Del
Automation_UI	tes	Modify Del
AutoMenuTestProfile1	AutoMenuTestProfile1	Modify Del
AutoMenuTestProfile2	Do not use - AutoMenuTestProfile2	Modify Del
AutoTransferManageAccount	AutoTransferManageAccount	Modify Del
carlytest	Carly Test User	Modify Del
Cash Management	Cash Management Profile	Modify Del
Cash Management - WIRES ONLY	WIRES ONLY	Modify Del
Cash Management Services Only	Cash Management Services Only	Modify Del
Cash_Management_API_Automation	Created by Mahendra for API automation	Modify Del
CashMgmt-PositivePayImport Only	Positive Pay Import Only	Modify Del
ContactUS	Contact US	Modify Del
D1 Felx Retail	D1 Flex Retail	Modify Del
Dani - CCM	Dani - CCM	Modify Del
Dani - No Bill Pay	Dani - No Bil Pay	Modify Del
deepa_Aug_test2	deepa_test_items more than 5	Modify Del
deepa Aug1 test	deepa_Aug1_test	Modify Del-

3. Select 'Menu Editor'

TIS WEB ADMINISTRA	non				
IDANIS SYSTEM Gordsone My op Password Preferences REPORTS TRANSACTIONS FILE TRANSACTIONS FILE TRANSACTIONS FILE TRANSACTIONS STOME CARE CONSCIE LOCO CONTENT	x Interface Profiles Save Changes t Summary		Online Banking is online		PRINT
Displays Page Title		Font	Font Size	Foreground Color	
ABA Number Search	h Criteria	Arial	14	#000000	View
ABA Number Search		Arial	14	#000000	View
Account Details	II NGJURJE	Arial	14	#000000	View
Account Info		Arial	14	#000000	View
Account Name Cha	inged	Arial	14	#000000	View
Account Renamed		Arial	14	#000000	View
Account Statement	Enrollment	Arial	14	#000000	View
Account Statement	s Integrated	Arial	14	#000000	View
Account Statement		Arial	14	#000000	View
Account Statement		Arial	14	#000000	View
Account Statement	s Non-Integrated View	Arial	14	#000000	View
Account Statement		Arial	14	#000000	View
Account Transactio	n Register	Arial	14	#000000	View
Account Transactio	n Register Categories	Arial	14	#000000	View
Account Transactio		Arial	14	#000000	View
Accounts Overview		Arial	14	#000000	View
ACH API Page		Arial	14	#000000	View

4. Enter the menu editor, scroll down to Tools; select add, then add "Autobooks" as a new menu item. Our example shows "Autobooks (971)"

BANKS	-											_
SYSTEM	Menu Editor a				Online Ba	inking is o	nline			PRINT	3	
ons	Control Panel > User Int	erface P	ofiles > D1 Felx Retail									
saword	Save Changes											
	fier 1		Tier 2		Tier 3							
TRANSACTIONS												Speed
	Display Name	Order	Display Name	Order	Display Name	Enabled	Order	Page/URL	SSOC Connection - (FIAppKey	Module	F	Bump
	Accounts	1	Overview	1	Overview		1	Account Overview	(None) ~	Accounts	~	0
			Detail	2	Detail		1	Account Detail	(None) ~	Accounts	~	
TRANSACTIONS FILE TRANSFER CUSTOMER CARE CONSOLE LOG OFF ACC												
			Documents	3	Statements		1	Account Statement	(None) ~	e-Statements	~	
						_		~		1	_	
			Reports	4	Download Transactions		1	Reports DownloadTransactions			~	10
					Cash Position		2	Reports.CashPosition			~	
					Download Reports		3	Reports.DownloadableReports	(None) ~	Information Reporting (General	Y	0
Me					A	dd						
	Move Money	2	Transfer I	1	Make Transfer		1	Transfer.Create	(None)	Transfers	~	(7)
	wove money	- 4	Transfer 2		Scheduled		2	Transfer.Activity	(None)		~	
Me					History		3	Transfer History			~	
					History		3	Transfer History			~	
					Manage Templates		4	Transfer.Templates			~	
					Manage Accounts		5	Transfer ManageAccounts			~	0
					manage Accounts		5	J Transfer.ManageAccounts				

5. After the Autobooks menu item is added to the 'Tools' menu, the Autobooks SSO needs to be selected from the dropdown menu.

BANKS		-					1 N N	1		_	-
SYSTEM			Loan		3	Calculator.Loan	(None)	 Calculators 	~		Т
			Mortgage		4	Calculator.Mortgage	(None)	 Calculators 	~		
ord			Savings		5	Calculator Savings	(None)	 Calculators 	~		
			Add								
es	ScoreCard	3	ScoreCard		1		FIS ScoreCard - (55)	 (None) 	~	•	
REPORTS TRANSACTIONS			Add								
FILE TRANSFER CARE CONSOLE	Personal Finance	4	Personal Finance		1	Tools PersonalFinance	(None)	Personal Finance	~	Ø	
LOG OFF	deluxecheckreorder	5	deluxecheckreorder	0	1	1	(None)	 Additional Services 	~		-
		1	Add							-	-
	Meridian	6	Meridian		1		Meridian New Account Opening	 Additional Services 	~		
			Add		Permit	-11		1		-	-
	Sand Positive Pay	7	Sand Positive Pay		1		SAND Positive Pay - (344)	 (None) 	~	Z	
			Add								
	Autobooks (971)	8	Autobooks (971)		1		Autobooks - (971)	 Additional Services 	~		
			Add								
	Autobooks (970)	9	Add								
	Harland Check Reorder	10	Harland Check Reorder No speedbu		1	https://www.ordermychecks.com/login_a	(None)	Customer Service	~		
			Add								
	uMonitor eAO	11	uMonitor eAO		1		uMonitor eAO - (397)	 Additional Services 	~	2	
			Add		- Designed and the second			1.		_	_
	EAS	12	EAS		1	https://www.ordermychecks.com/login_a.	(None)	Additional Services	~	2	
			Add		2			10-10-10-10-10-10-10-10-10-10-10-10-10-1			4
	sandpay	13	sandpay		1		SAND Positive Pay - (344)	Additional Services	~	2	
		-	Add	-	-					-	_
	ipay	14	ipay Add		1		iPay Bill Pay - (910)	 Additional Services 	*	2	

During the implementation FIS will enable the menu for each bank.

User Types

This final step allows an FI to modify access by entire user types. An example could be removing specific retail user types that do not include business customers. The guide below shows how to reach user types once the previous steps have been completed.

1. Navigate to Control Panel.



2. Scroll down to User Types, click User types to get to the user types page

Digital One Flex Web Administration Tools for Autobooks

	litBucket 🥝 Flex Dashboard 🔇 Clar	rity 💡 Maps 📒 Imported 🤹 FIS and Me Home P 💁 Mail - Buelow, Paul 🗶 Next Gen IBS	- Wiki 😤 Specifications - FIS 🧕 Jenkins 💠 JIRA - FNIS 😈 Digital One Flex pro	Other bookma
is w	B ADMINISTRATION			12.1
BANKS SYSTEM	Online/Offline/Hybrid Mode OOB Configuration	Manage Online Banking accessibility Manage OOB Configuration		
and a second sec	People Pay Configuration	Manage People Pay Configuration		
assword	Personal Finance	Manage Personal Finance Configuration		
	Phone and Email Configurations	Manage Phone and Email Configurations		
erences	Positive Pay	Configure Positive Pay		
REPORTS TRANSACTIONS	Scheduled Tasks	Create and manage scheduled tasks (e.g. file exports, recurring transaction processing).		
FILE TRANSFER	Secure Sign-On Setup	Manage Device ID Configuration		
ER CARE CONSOLE	Security Profiles	Create and manage security profiles for users.		
LOG OFF	Security Settings	Manage username/password requirements, maximum login tries and hide/unhide accounts.		
	Self Enrollment	Manage Self Enrollment		
	Sign On Pages Configuration	Configure Header/Footer for Sign On and Secure Sign-On pages.		
	SQL Reporting	Manage SQL Reporting		
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	Statement Imaging	Manage statement imaging interface configuration.		
	Statement Preferences	Manages Statement Preferences		
	Stop Patment	Manage Stop Payment Options		
	Tran Code Mapping	Manage history tran code mapping from host or BAI2 files.		
	Transaction Fees	Manage Transaction Fees Configuration		
	Transaction Security	Configure Security for Transaction Types.		
	Transaction Setup	Manage transaction processing options, retries and ordering.		
	Transfer Configuration	Manage Transfer Configuration		
	Transfer Descriptions	Manage transfer to from descriptions.		
	Transfer Types	Configure tran codes for transfer types.		
	UMonitor Configuration	Manage UMonitor Configuration		
	User Interface	Create and manage user interface profiles.		
	User Types	Create and manage user types.		
	UTransfer Configuration	Manage UTransfer Configuration		
	WebConnect	Manage WebConnect Settings		

3. Scroll down to the desired user type. The example shows "D1 Flex Retail."

BANKS SYSTEM User Types 2	Online Banking is online	PRINT
Control Panel		
ange Password		
User Types Create a New User Type		
Preferences REPORTS User Type		
TRANSACTIONS #Earmers BankHeroImage1900486919		Modify Delete
FILE TRANSFER #FarmersNew4172019		Modify Delete
LOG OFF #NewBrandinngFNBAJIRA6532		Modify Delete
#OLBBrandingFNBA		Modify Delete
*Delta Bank		Modify Delete
*NewBranding#1USCentury		Modify Delete
*NewBranding#2Choice		Modify Delete
*NewBranding#3Pinnacle Hero12		Modify Delete
*Tensas State Bank		Modify Delete
ACCOUNT TRANSACTION ONLY Hero13		Modify Delete
Account Transaction Register		Modify Delete
Akshat		Modify Delete
api_auto_with_ACH		Modify Delete
api_auto_without_ACH		Modify Delete
approve		Modify Delete
Ashish Flex		Modify Delete
Automation No External		Modify Delete
Automation_UserType		Modify Delete
AutoMenuTestUsertype1		Modify Delete
AutoMe∯uTestUsertype2		Modify Delete
AutoTransferManageAccount		Modify Delete
Basic Businesshero 11		Modify Delete
Branding Century Bank		Modify Delete

- 4. Scroll down to find the specific Service Entitlement; Autobooks will be a Service Entitlement to enable / disable.
 - This will be enabled by FIS during the implementation.
 - If the SSOC is disabled, the Autobooks Service Entitlements will NOT display.

BANKS	User Type *		
ink List	Kathy's Test		
Iding Companies			
pport Dashboard	User Interface Profile		
SYSTEM	Kathy 🗸		
nfigurations curity			
ange Password	Security Profile Kathy's Test		
rts	Katny's lest		
rt Preferences	Transaction Fee Schedule		
TRANSACTIONS	Company Fee Schedule		
FILE TRANSFER			
JSTOMER CARE CONSOLE	D1 Flex UI		
LOG OFF	Enable D1 Flex UI		
	Overview Display	Allow IP Address Range	
	Retail Display	Manage Allowed IP Address Range	
	Cash Management Display		
	Online Banking Disclosure	Lock Inactive Users	
	Manage Disclosure	Lock after 60 Inactive Days	
		Lock after 10 Days from Initial Setup or Password Reset	
	Service Entitlements Check All Uncheck All	Review Release Check All Uncheck All	
	Account Opening	Transaction Type	
	Account Transaction Register	Account Transfer Templates	
	Z Accounts	Account Transfers	
	ACH	ACH Batch	
	ACH Positive Pay	ACH Template	
	Additional Services	External Transfer Templates	
	Additional Services - UTransfer	External Transfers	
	Administration		
	Z Alerts	Recurring Account Transfers	
	Autobooks	Recurring ACH Batch	
	Autobooks - Accept a Payment	Recurring External Transfer	
	Autobooks - Create an Invoice	Recurring Wire Transfers	

FIS will enable user types (see checkboxes above) during the implementation.

- Admin users can enable or disable the individual links at the User Type level.
 - o Autobooks
 - Autobooks Accept a Payment
 - Autobooks Create an Invoice

Note: The 'Autobooks' item controls permission to the Tools menu link. The 'Autobooks-Accept a Payment' and 'Autobooks-Create an Invoice' items control the display of the link on the Accounts Overview page.

Removing Access for a Group of Users

Access can be removed for a group of users via the User Type configurations. Deselect the three Autobooks entries to remove the three links from the UI. See the section above on User Types for detailed steps.

Removing Access for Individual Users

This step can be used to remove Autobooks access from an individual user. Example: a financial institution could have been mass enabled or roll out fully, and then back out specific users.

1. Scroll to the left hand nav, click the 'banks' drop down, and choose the 'search' option.

← → C @ d1flexa	pimazfisglobal.com/PRESIT/012009297P/webadmin/WebAdmin.htm?qs=b0nm7Cvo8pJ0Hv9671gthg%3d%3d	* * * 1 * :
G Google 🎯 Rally 🖬 B	rdlucket 💿 Files Darkboard 🗞 Clarity 💡 Maps 📒 Imported 🦚 FiS and Me Home P 🚳 Mail - Buelon, Paul 🗶 Next Gen 185 - Will 😤 Specifications - FiS 🙆 Jerkins 💠 JIRA - FNS 🔞 Digital One Files pro	Cther bookmarks
	BADMINISTRATION	12.1.7
BANKS Search Bank List Holding Companies	Search Bank Online Banking is online	CRIME
Support Dashboard Flex Migration Dashboard SYSTEM	Bank * 2020 01 API, HORIZON9297 -	
Configurations Security Change Password Alerts Alert Preferences REPORTS	Search Criteria *	
TRANSACTIONS FILE TRANSFER CUSTOMER CARE CONSOLE LOG OFF	Chel [®] All Uncheck All	
Loc div	Company Name Tax ID Company ID	
	🖾 Search Users	
	C First Name ULast Name Ulser Tax ID	
	🖾 Search Accounts	
	🖬 Account Number 🔹 Account Name	
	Submit	
javascriptCheckAll()		

2. Search for the user you wish to modify using 'search criteria'

\leftrightarrow \rightarrow C \oplus d1flexa	aimaz fisglobal.com/PRESIT/012009297P/webadmin/WebAdmin.htm?qs=b0nm?Ovo8pXHv967kgtkg%3d%3d	* @ ☆ * 0 4 :
G Google 🍓 Rally 🖬 I	rðlucket 👩 Flex Dashboerd 🧿 Clavity 🎐 Maps 📒 Imported 🦚 Fils and Me Home P 🍒 Mail - Buelom, Paul. 🗶 Next Gen 185 - Wiki 💥 Specifications - Fils. 🗕 Jenkins 💠 JIRA - FNIS 💶 Digital One Flex pro	Cther bookmarks
	B ADMINISTRATION	12.1.7
BANKS Search Bank List Holding Companies	Search Bank Online Banking is online	PUNT
Support Dashboard Flex Migration Dashboard SYSTEM Configurations Security Change Password	Bank * 2020 31 API_HORIZON9297 Search Criteria *	
Alerts Alert Preferences REPORTS TRANSACTIONS	[paulpresk	
FILE TRANSFER CUSTOMER CARE CONSOLE LOG OFF	Che ^{(h})All UncheckAll Search Companies	
LOG OF	Company Name Tax ID Company ID	
	🖾 Search Users	
	C First Name ULast Name Ulser Tax ID Ulsername Ulser ID	
	Search Accounts	
	🖬 Account Number 🔰 🖾 Account Name	
	[Submit]	
avascriptCheckAll()		

3. When the user is returned, click the hyperlink to view user detail.

· · · - · ·	E ADMINISTRATION		12.1.7
BANKS Search Bank List Holding Companies	Search Results D	Online Banking is online	PRIMAT
Support Dashboard Flex Migration Dashboard SYSTEM	Results In Companies No Results For Companies		
Configurations Security Change Password	Results In Users <u>November, Paul</u> Userne ¹ : PaulPresit, Address: 1141 Bucks Rd, Milwaukee WI, 53224		
Alerts Alert Preferences REPORTS TRANSACTIONS	Results In Accounts No Results For Accounts		
FILE TRANSFER CUSTOMER CARE CONSOLE LOG OFF	Search.Again		
			_
https://d1flexap.maz.fisglobal.com	vPRESIT/012009297P/WebAdmin/User.aspx?qs=9we5PWv2HuX1s0rbafr2dg%3d%3d		

4. Within 'User Detail', navigate to the Portfolio dropdown menu and choose the portfolio you wish to modify. The portfolio represents the relationship, or RMS record.

-15 🖤	EB ADMINISTRATION							
BANKS	User Detail 🛛	PAINT						
List	Return to Search							
ing Companies ort Dashboard	User Information User Options							
Migration Dashboard								
SYSTEM igurations	Portfolio PALL NOVEMBER							
nity	Username	Modify	Clear Password Reset Failu	res				
ge Password	PaulPresit	Change Password	Refresh Account List					
Preferences		Change Username	Support Dashboard					
REPORTS	Address Paul November	Lock User	Set SSO User Info					
TRANSACTIONS FILE TRANSFER	1141 Bucks Rd	Purge User	Deactivate User					
TOMER CARE CONSOLE		Emulate User	End Active Sessions					
LOG OFF	Milwaukee, WI 53224	Reset Failed Logins	Manage Allowed IP Addres	Pange				
	Milwaukee, wi 55224	Metavante Enroliment	Sync User Details from Co					
	Host Key	CheckFree Enrollment	Retail Bill Pay Enrollment					
	521806	Fidelity Bill Pay Enrollment	People Pay					
	Flex Migration Status: Completed		ity Remove user from Persona	Finance				
	Accounts							
	Account Number Portfolio Account Name O001 PAUL NOVEMBER EQUITY LINE FIXED RATE		Application Status Extern					
	*0001 PAUL NOVEMBER EQUITY LINE FIXED RATE *0001 PAUL NOVEMBER HEALTH SAV ACCT 12456		Active No Active No	Access Limits View Access Limits View				
	*0001 PAUL NOVEMBER HEALTH SAV ACCT 12456 *0001 PAUL NOVEMBER NEW ACCOUNT-0001	Checking DD	Active No	Access Limits View				
	*0001 PAUL NOVEMBER NEW ACCOUNT-0001	Checking DD	Active No	Access Limits View				
	*0002 PAUL NOVEMBER REGULAR CHECKING-000		Active No	Access Limits View				
	*0003 PAUL NOVEMBER NEW ACCOUNT-0003	Checking DD	Active No	Access Limits View				
	n/PRESIT/012009297P/WebAdmin/User.aspx?qs=9xe5PWvZHuXFFg2P7wbAUg			Access Limits View				

5. Click 'Remove from User Type Security' link, then scroll down to the desired account and select 'Access.'

BANKS	e, W1 33224	et Fatted Logitts	Statiage A	nowed if Address Kan		
TT IV	Me	tavante Enrollment	Sync User	Details from Core		
Host Key 521806	Ch	eckFree Enrollment	Retail Bill	Pay Enrollment		
521000	Eid	elity Bill Pay Enrolls	ment People Pay			
Flex Migra	ation Status: Completed	oly User Type Securi	ity Remove u	er from Personal Finar		
SYSTEM	inter status, completed					
Accounts						
	umber Portfolio Account Name	Account Type		tion Status Externa		
*0001	PAUL NOVEMBER EQUITY LINE FIXED RATE-000			Active No	Access Limits View	
EPORTS *0001	PAUL NOVEMBER HEALTH SAV ACCT 124567-000			Active No	Access Limits View	
ANSFER FORM	PAUL NOVEMBER NEW ACCOUNT-0001	Checking	DD	Active No	Access Limits View	
NSOLE	PAUL NOVEMBER NEW ACCOUNT-0001	Checking	DD	Active No	Access Limits View	
OG OFF *0002	PAUL NOVEMBER REGULAR CHECKING-0002	Checking	DD	Active No	Access Limits View	
*0003	PAUL NOVEMBER NEW ACCOUNT-0003	Checking	DD	Active No	Access Limits View	
*0004	PAUL NOVEMBER HEALTH SAV ACCT 124567-000		DD	Active No	Access Limits View	
*0005	PAUL NOVEMBER STATEMENT SAVINGS-0005	Savings	SV	Active No	Access Limits View	
*0011	PAUL NOVEMBER NEW ACCOUNT-0011	Checking	DD	Active No	Access Limits View	
*0013	PAUL NOVEMBER PREMIUM ST SAVINGS-0013	Savings	SV	Active No	Access Limits View	
*0101	PAUL NOVEMBER BUSINESS/COMMERCIAL-0101	Checking	DD	Active No	Access Limits View	
*0889	PAUL NOVEMBER REGULAR CHECKING-0889	Checking	DD	Active No	Access Limits View	
*7777	PAUL NOVEMBER NEW ACCOUNT-7777	Checking	DD	Active No	Access Limits View	
Companie	s					
Portfolio	Address line 1	City Stat	e Postal	Code Administr	<u>r</u>	
*DOZER D	HEER 909 Waggin Trail			No	View Remove	
CATHYS C	AKE SHOPPE 601 S LAKE DESTINY ROAD Update 4.1.202	0		No	View Remove	

All the checkboxes are now available to be clicked.

FIS	EB ADMINISTRATION		12.1.7
BANKS Search	Manage User Access	Online Banking is online Gaint	*
Bank List Holding Companies Support Dashboard	<u>User Detail</u>		_
Flex Migration Dashboard SYSTEM	User Name PaulPresit		
Configurations	Account Name NEW ACCOUNT-0001		
Security Change Password	Account Type Checking		
Alerts			
Alert Preferences REPORTS	Services		
TRANSACTIONS FILE TRANSFER	Account Information Account Transfer Dynamic External Transfer	AGB Wire-Townfor Personala Personala Personalari Stern Adarta Satzliana	
CUSTOMER CARE CONSOLE			
	Check All Uncheck All		
	ALERTS TEST Request		
	API Automation Request		
	API GATS Testing Request		
	ATM/Debit Card Overdraft Coverage (Reg-E) Request		
	Autobooks		
	Bank Defined Request		
	CD Distribution From		
	CD Distribution To		
	CD Purchase From		
	Change Account Name		
	Copies Request		
	deepamsg Request		

The screen above can be used to disable Autobooks at the ACCOUNT level.

Note: The Manage User Access flow is the equivalent of the Security Profile. Unchecking Autobooks removes the user entitlement and the user would not have permission to access Autobooks.