You will receive two emails with username and password 11/5/2024. Go to mycccu.com>Login>Ministry>Cash Management and log in:
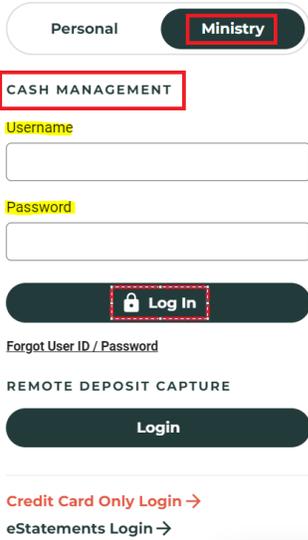
Please keep in mind that what you see and have access to is solely based on the permissions assigned by your Admin. Not everyone has access to what is seen here
Home landing page:
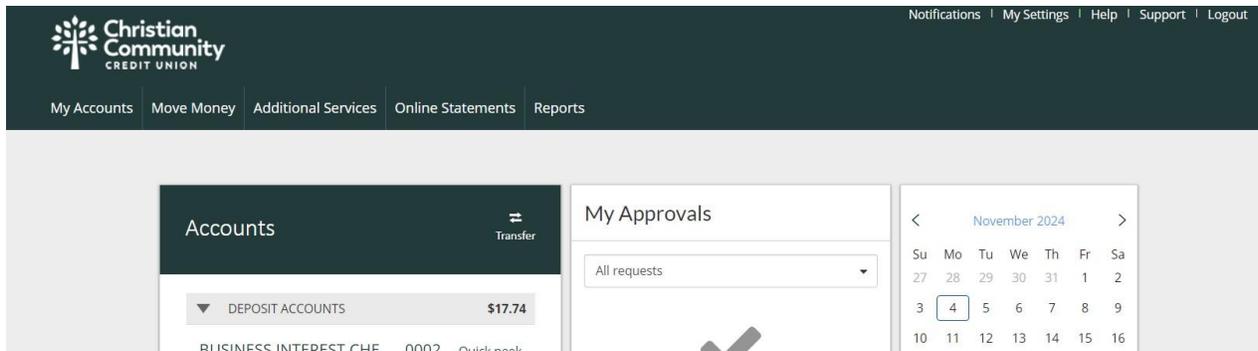
Top right corner has your options for My Settings, Support, and Notifications:
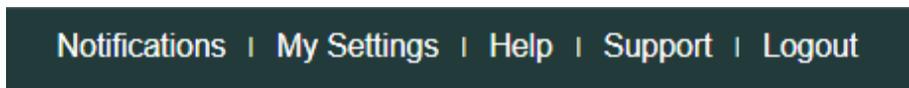
My Settings updates User information. You may update your username once you have logged in successfully. For token users, please reference Token ID New CM guide to update Token ID. To update any information, select Edit:

Notifications | My Settings | Help | Support | Logout

Personal information

	Cynth...
Primary email Edit	cyhern...
Business Information	Christ... Busin... P.O. B... San D... (909) ...

Login & Security

Username Edit	chern...
Password Edit	*******
Security options Edit	(626) ...

You may rename/hide accounts on your personal profile (only you will see this, it does not change account information for anyone else). You may also set up Alerts & Notifications here:

Other settings

Rename & Hide your accounts   Alerts & Notifications

It is highly encouraged to enable your phone for text to receive one-time passcodes for log in. Please note if you have successfully added a Token ID, it will state Token access activated:

Login & Security

Username | Edit   chtest

Password | Edit   **********

Security options | Edit   ▮▮▮▮▮ | Enable for text ⌄

Token access activated ❓

You now have access to submit secure emails via the Support tab. Please follow these instructions:

Notifications | My Settings | Help | Support | Logout

Support

Call us at: 800-347-2228

Secure Support

Christian Community Credit Union

Home   Messages

How can we help you today?

Enter your search term here...

➕ New Message   ⩗ Check Message Status

ALWAYS select Cash Management group, regardless of inquiry:

Submit a ticket

Name *

Subject *

Group *   Cash Management

Description *   B I U ≔ ≔ A 🄰

Main Account page shows account information (select arrow to expand). You will also approve ACH/Wires on this screen:

My Accounts   Move Money   Additional Services   Online Statements   Reports

Notifications | My Settings | Help | Support | Logout

Accounts   ⇄ Transfer

▼ DEPOSIT ACCOUNTS $17.74

BUSINESS INTEREST CHE... 0002   Quick peek
Available $2.00
Current $2.00

My Approvals

All requests

You have no approval requests

November 2024

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
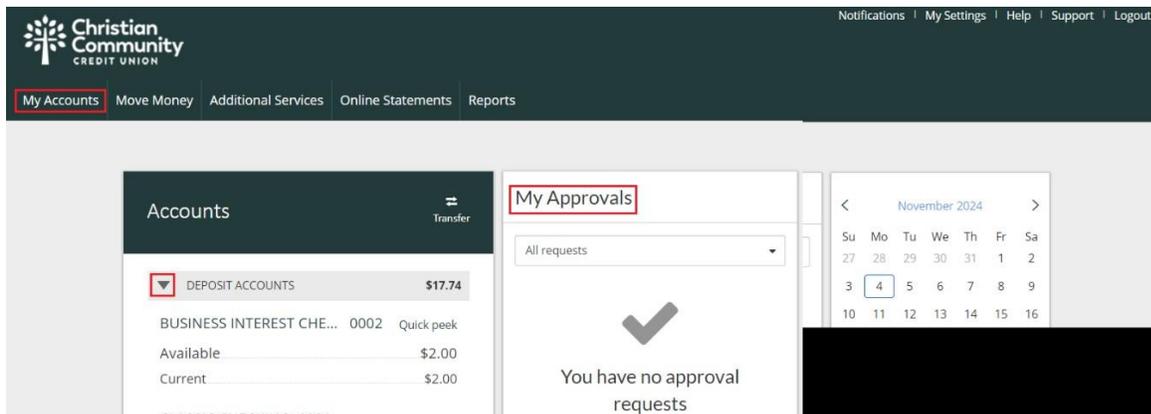
Move Money allows you to transfer funds, schedule recurring internal transfers, ACH/Wires, and create/manage templates:

Move Money   Additional Services   Account Services   Rep

Transfers

Make a Transfer

Make Loan Payment

Scheduled Transfers

ACH/Wire Payments

Make/Collect a payment

Upload ACH pass-through file

Manage payment templates

Scheduled payments

Import Recipient Information

Manage Import File Definitions

"Transfers" is for internal transfers where you can set up one-time transfer or recurring transfers. "ACH/Wire Payments" allows you to maintain your outgoing payments. Use Make/Collect a payment to create ACH/Wire payments. Manage Payment Templates shows you current saved templates. Scheduled Payments allows you to view ACH/Wire payments that are scheduled to be paid.

Additional Services has Manage Users, Bill Pay, Positive Pay, Check Orders. Manage Users is only available for Admins or those with permissions to access user management.
*Note: Bill Pay MUST be enrolled by the Administrator. If the Admin has not registered for Bill Pay, no user will have access to it:
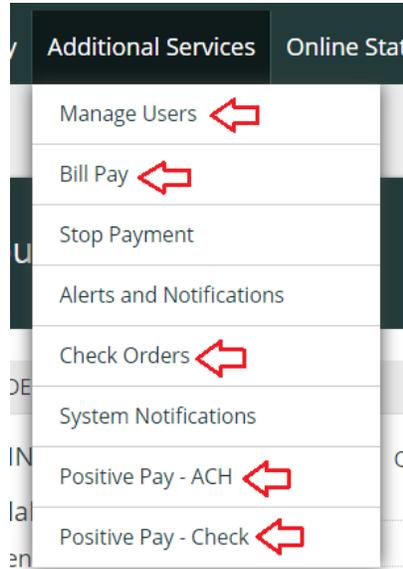
Reports list account and payment reports. Online Statements has electronic statements (if you are currently enrolled, if not, you may enroll here):
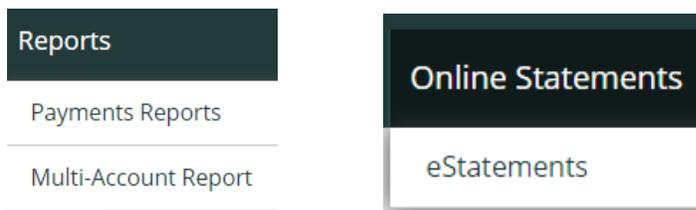
Manage Users – Approver Weight must be a 1 for ALL admins and users:

Users with Account Access

Add a user

Name ▼	Role	Status	Approvals Received	Approver Weight	Grant Access	Options
ANDROID USER	Business User	Active	--	0 ▾	✓◯	•••
APPLE USER	Business User	Active	--	0 ▾	✓◯	•••
C Hernandez	Business User	Active	--	1 ▾	✓◯	•••

Select the three dots under Options to edit user access (update phone, email, permissions, etc.), copy a user, reset password, generate an access code, or delete user:

Approver Weight	Grant Access	Options
0 ▼	✓◯	•••
0 ▼	✓◯	
1 ▼	✓◯	
1 ▼	✓◯	
1 ▼	✓◯	•••

🖨 Print details
✏ Edit user access
⎘ Copy user
Reset password
Generate access code
🗑 Delete user
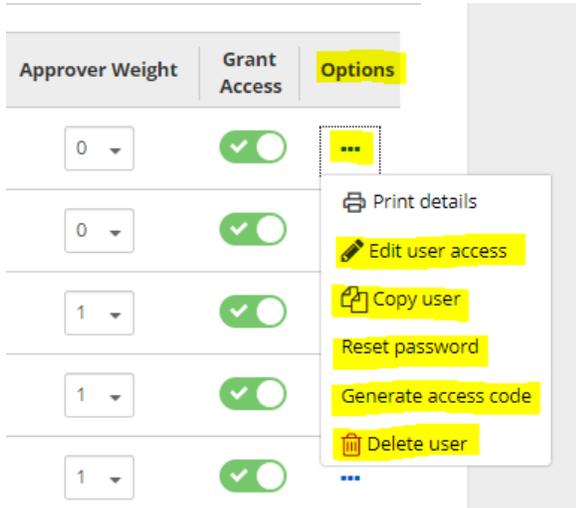
You may generate a code here, if the phone number has not been updated for a user. This gives them access to the site. Once they are logged in, they can update phone numbers and Token IDs in My Settings

After Edit User access, you must select all if they have complete access, or use the drop down arrow to expand and see all options to give limited access:

∨ BUSINESS SAVINGS - 0000 $3.70		Select All ☐
∨ CLASSIC CHECKING - 0001 $5.00		Select All ☐

∧ BUSINESS SAVINGS - 0000 $3.70		Select All ☐
View Balances		☑
View Transaction History / Statements		☑
Internal Transfer		☑
Mobile Deposits		☐
∨ ACH Positive Pay		Select All ☐
∨ ACH Templates		Select All ☑
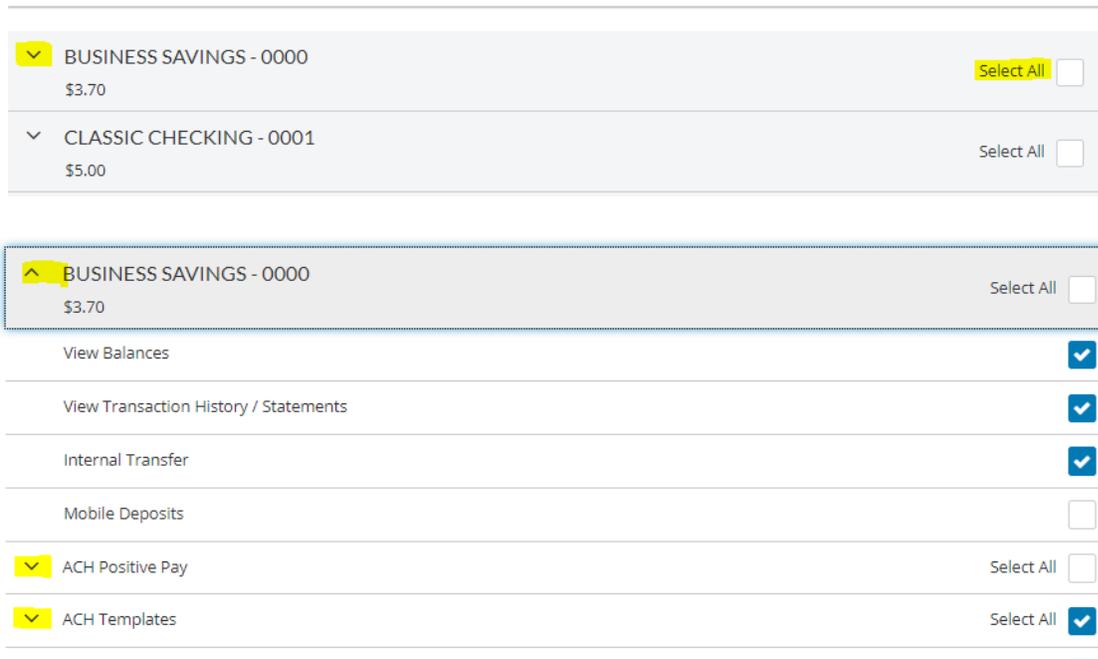
For questions, please call 909-495-8343 or email <u>cashmanagement@mycccu.com</u>.