



HOW-TO GUIDE

SHARED ACCESS

1. Hover over the Additional Services tab and click "Share access with others."



2. Click on "+ Add Person."



3. Fill out: Who can access my accounts? What accounts can they access?

Who can access my accounts?					
Mid	dle name (optional) Last name			
Phone number		Enter email address			
What accounts can they acc	ess?	Grant full access	to all accounts		
CHECKING *0844 \$52.40	Click to	o grant access			
FREE CHEC *0603 \$100.75	Click to	o grant access			
	See all ac	counts			
		Cancel			

4. The sub-user will receive following e-mail with instructions on how to login for the first time. Click the link to be taken to our web site.

From: First National Bank < <u>info@fnb247.com</u> >
Sent: Wednesday, January 16, 2019 2:26 PM
To:
Subject: You've been granted online account access
NAME
NAME has given you access to their online banking account at First National Bank - Ames Natl Corp., Your temporary
login credentials are:
Username:
Password:
Click here to set up your account <u>http://www.fnbames.com</u> . You'll need your phone with the number ending in "****"
to verify your identity.
Thanks
First National Bank - Ames Natl Corp.

5. Refer to the e-mail for the Username and Password, then click "Login."

Username Password Forgot Password?	Online Ba	nking 🗸
Password Forgot Password?	Usernam	le
Forgot Password?	Password	1
Sign up Demo	Login	Forgot Password? Sign up Demo

6. Read the Terms and Conditions, then click "Accept" to gain access.

Terms and condit	ions		
Show the terms and cond	ditions		
You must accept the terms and	d conditions to continue.		
Accept Decline			