# USING MSGCU'S New ONline Banking

### **SETTING UP ALERTS**

### **DESKTOP INSTRUCTIONS**



#### Select Manage Alerts from the Messages and Alerts tab.

Log in. In the blue menu on the left, scroll to Messages and Alerts and click *Manage Alerts* from the drop down menu.

General	Email: johnq@example.com   Text message (Mobile pho
23 M H PROMO TRAD IRA CD - XX6002 - S:0103	Please enroll a mobile phone number to activate
CHECKING - XX6002 - S:0075	> Secure Message Alert
GOLD SAVINGS - XX6002 - S:0013	
MEMBERSHIP SHARE - XX6002 - S:0001	> Change in Contact Into Alert
SILVER SAVINGS - XX6002 - S:0007	> Login Credential Change Alert
TRADITIONAL IRA - XX6002 - S:0020	> Login Alert

#### You can set alerts for each account.

You can set up email, text alerts or push notifications to your MSGCU Mobile App (if downloaded). If you don't have a mobile phone added, you can add one here.

ALERIS	Alert noti ations will be sent to:
General	Email: johnq@example.com   Text message (Mobile pho
23 MONTH PROMO TRAD IRA CD - XX6002 - S:0103	Please enroll a mobile phone number to activate
CHECKING - XX6002 - S:0075	> Balance Summary Alert
GOLD SAVINGS - XX6002 - S:0013	
MEMBERSHIP SHARE - XX6002 - S:0001	> Balance Alert
SILVER SAVINGS - XX6002 - S:0007	> Transaction Size Alert
TRADITIONAL IRA - XX6002 - S:0020	> Balance Change Alert

### Choose the account you'd like to set an alert for.

For example, you can set up an alert if your checking account goes below \$100. First, select the account named Checking. The blue bar next to the name indicates the alerts will be related to that account.



Select Balance Alert. Then select Add another Balance Alert.

5002 -	Below
	100.00
	Alert notifications will be sent to:
	Email
	Add another Balance Alert
	Save Changes Cancel

#### Set up your alert.

Since the example is to receive an alert when the checking account goes below \$100.00, we'll select *Below* and then add in 100.00 to the text box. Choose if you want an email, push notification or text message. Select *Save Changes*. While the example is \$100.00, you may choose any amount you'd like.

	Balance Abert	
002 -		
6002 - 02 -	Aver Sord when the balance gaves Below Bolow Kito control and the series to: Control Continue will be series to: Control Continue will be series to: Control Redification	×
	Add another Balance Alert	×
_	Save Charges	

#### Confirm your alert has been set up.

You'll see a confirmation message and the toggle button on the right moves to ON. You can continue adding alerts for the rest of your accounts following the same process.

View instructional videos and learn more at msgcu.org/newonlinebanking.

### **SETTING UP ALERTS**

### MOBILE INSTRUCTIONS

Verizon 😤	11:33 AM			
=	Accounts	\$*	Bill Pay	>
You have 4 ne	w messages		Link Membership	>
S:0001 MEN XX6002	BERSHIP SH	pen	a New Account	
\$0.01 Balance: \$5.01		6	Loan Application	>
S:0007 SILV	ER SAVINGS	0	Account Opening	>
\$45,362 Balance: \$45,36	.52	<b>e</b> s	Rates	>
	3	ervio	ces	
xx6002 \$311.87	CKING		Card Controls	>
Balance: \$311.87	37	e	E-Statements	>
L:0030 VISA XX6002	TITANIUM	Ļ	Manage Alerts	>
\$32,210	.63	~	Manager	

Log in, then select *Manage Alerts* from the navigation menu.

Log in. Then select the menu in the top left portion of the screen. Scroll down to *Manage Alerts*.

	С
Send Alert notification to: Email: johnq@example.com Text message: No phones for sms	Edit
Alerts	
General	>
Account Alerts	
23 MONTH PROMO TRAD IRA CD - XX6002 - \$:0103	>
CHECKING - XX6002 - S:0075	>
GOLD SAVINGS - XX6002 - S:0013	>
MEMBERSHIP SHARE - XX6002 - S:0001	>
SILVER SAVINGS - XX6002 - S:0007	>
TRADITIONAL IRA - XX6002 - S:0020	>
VISA TITANIUM - XX6002 - L:0030	>

#### You can set alerts for each account.

You can customize alerts for your account, for example, anytime you make a change to your contact information, or every time you log in.

-	C
-	
CHECKING - XX0002 - 3:00/5	
Balance Summary Alert	Off >
Balance Alert	Off >
Transaction Size Alert	Off >
Balance Change Alert	Off 3

## Choose the account you'd like to set an alert for.

For example, you can set up an alert if your checking account goes below \$100. After selecting your Checking account, choose *Balance Alert*.



Select Add New Alert. You'll be presented with an option to add a new alert. Tap to continue.

=		C
< New Bala	nce Alert	
New Alert		
Send when the	balance goes:	
Above		
Below		
100.00		
Alert notificatio	ns will be sent to:	
🔽 Email		
🗸 Push Notific	ation	
	Save	
	Cancel	

#### Set up your alert.

Since we want an alert when our checking account goes below \$100, we'll select *Below* and then add in 100 to the text box. Choose how you want your notification.



#### Your alert has been set up.

You'll see a confirmation message and the blue toggle button next to Enable alert will be turned to ON. You'll now will be notified if your checking account goes below \$100.

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