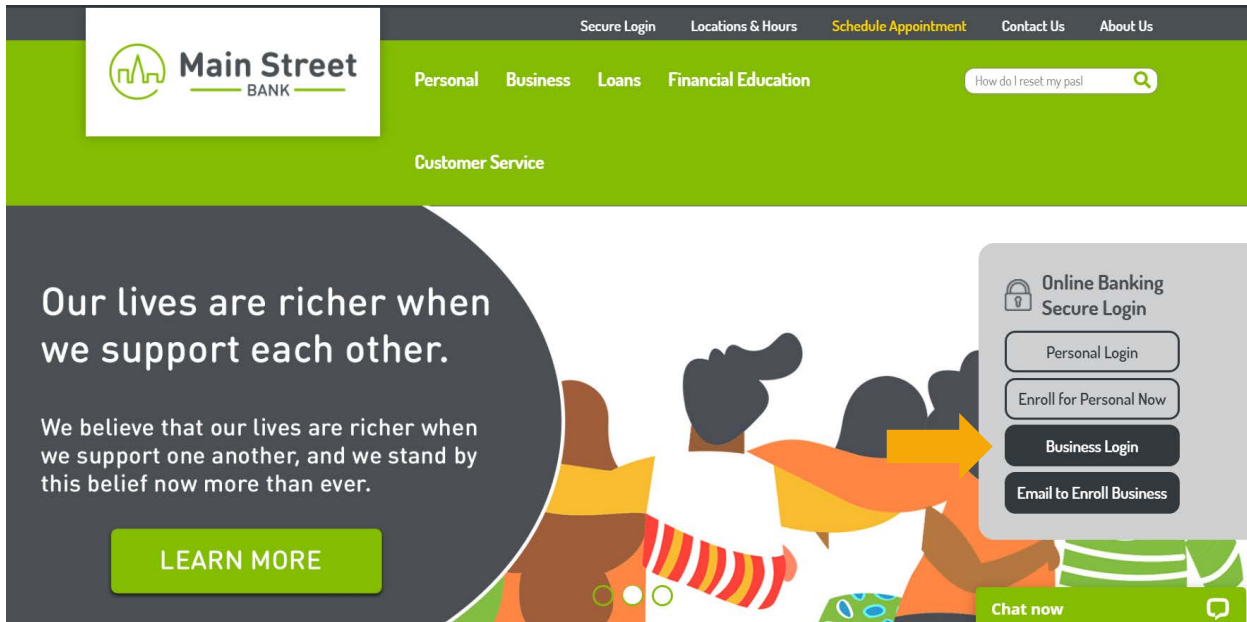


BUSINESS INTELLIGENCE ONLINE BANKING – HOW TO LOG IN FOR THE FIRST TIME

- Visit our website, BankMainStreet.com.
- Click on **“Business Login.”**



- You will be directed to **“Sign in to Business Intelligence Online.”**

Sign in to Business Intelligence Online

Please provide the information below and click Continue.

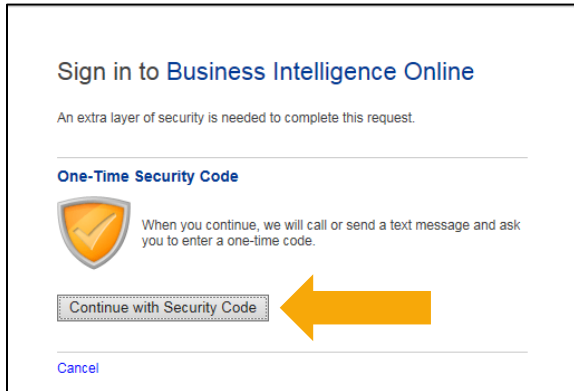
Company ID:	<input type="text" value="458548"/>
User ID:	<input type="text" value="jdoe123"/>

To protect your personal information, we collect your password on a separate page.

Can't sign on? Call Customer Support: [508-481-8300](tel:508-481-8300).

- Your **Company ID** is a numeric ID supplied by the bank. Each user of the company will use the same Company ID. Your **User ID** was chosen by you at time you completed your application.
- Click on **“Continue.”**


- For security purposes each new user will be prompted to complete a One-Time Security Code validation with a phone number on file at the financial institution.
- Click on **“Continue with Security Code.”**




Sign in to **Business Intelligence Online**

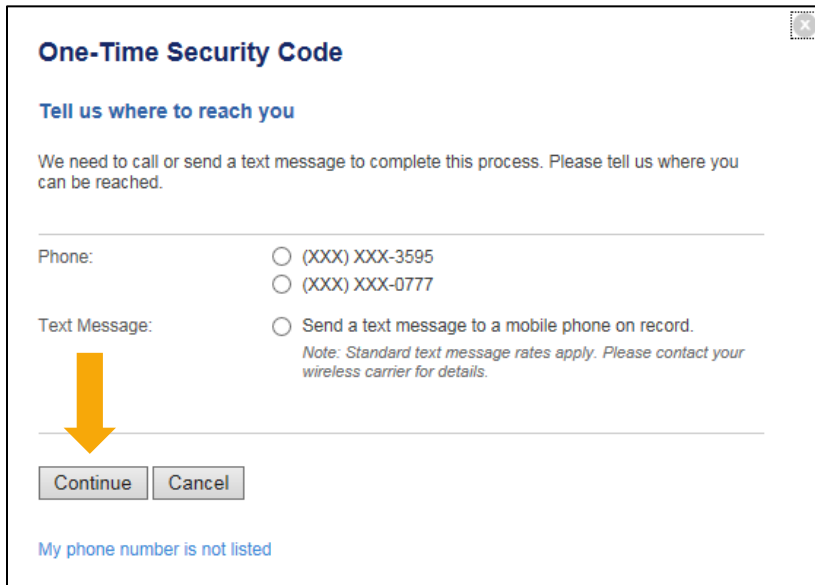
An extra layer of security is needed to complete this request.

One-Time Security Code

 When you continue, we will call or send a text message and ask you to enter a one-time code.



- Select the delivery method you wish to use, phone or text message, click on **“Continue.”**




One-Time Security Code

Tell us where to reach you

We need to call or send a text message to complete this process. Please tell us where you can be reached.

Phone: (XXX) XXX-3595
 (XXX) XXX-0777

Text Message: Send a text message to a mobile phone on record.
Note: Standard text message rates apply. Please contact your wireless carrier for details.



[My phone number is not listed](#)

- If you select the phone method, a **one-time security code** will display on your computer which you will enter when you receive the phone call. After entering the code on your telephone key pad, you will be instructed to press “Phone Call Completed” to proceed.

One-Time Security Code

Enter the security code

Please wait for your phone call. We are now calling (XXX) XXX-3595. During the call, you will be asked to enter the one-time security code displayed below.

Once you complete the phone call, click Phone Call Completed.

One-time security code: 11205 

- To select the text message option **click the radio button** and press continue.


One-Time Security Code

Tell us where to reach you

We need to call or send a text message to complete this process. Please tell us where you can be reached.

Phone: (XXX) XXX-3595
 (XXX) XXX-0777

Text Message: Send a text message to a mobile phone on record.
Note: Standard text message rates apply. Please contact your wireless carrier for details.



- Enter the **mobile phone number** on file with the bank and click on “Send Text Message.”

One-Time Security Code

Enter your mobile phone number

Please enter the mobile phone number you have on record with us. We will send you a text message with a one-time security code.

Important: By clicking Send Text Message, you agree to the [Terms of Use](#). Standard text message rates apply. Contact your wireless carrier for details.

Country/region: ▼

Mobile phone number: ←

(Area/city code and local number)

- The one-time security code will be in the body of the text message. **Enter the code you receive** in the box below and click on “Submit.”

One-Time Security Code

Enter the security code

We have sent a text message with a one-time security code to (XXX) XXX-0777. Once you receive the message, enter the security code and click Submit.

Please note that text messages can take a few minutes to be received.

One-time security code: ←

- Your temporary password (**case sensitive**) was provided to you by the bank via secure email when your enrollment was completed.
- Click on “Sign In.”

Sign in to Business Intelligence Online

Please enter your password and click Sign In.

Password:

- Once logged in you will be required to change your password, parameters are indicated below. Enter your new password, then confirm your new password and select “Submit.”

Reset Password

Your current password has expired and must be changed. Please provide the information below and click Submit.

New password:

Password requirements: 0 of 6 requirements met

Your password:

- Must be 8 to 12 characters long.
- Must include at least three of the following: lower case letter, upper case letter, number, special character.
- Cannot include spaces.
- Cannot include a character that repeats more than 3 times.
- Can include the following characters: ! @ # \$ % ^ & * () _ + = | / ? ; : . } { - []
- Is case sensitive.

Confirm new password:

- You will receive a confirmation once you have successfully changed your password! Click “Continue” to proceed to online banking.

Change Password

Confirmation

Your password was changed. Click Continue to access your financial information.

- You will be brought to the Dashboard set-up tool; you can customize which options you would like to view on your homepage, or continue with the pre-selected default options. Click “Continue to Dashboard.”

Dashboard Setup Tool

The dashboard provides quick and easy access to information. You can customize your panels directly on the dashboard at any time.

Available Dashboard Panels (★ = new panels)

The panels checked below are recommended based on your current entitlements.

<input type="checkbox"/> Balance Snapshot	Compare and analyze account balances over time.
<input type="checkbox"/> Balance Trends	Graph and compare account balance history for trends or fluctuation.
<input checked="" type="checkbox"/> Calendar	A calendar view of upcoming transactions and custom alerts.
<input checked="" type="checkbox"/> Important Account Balances	The latest balance for key accounts.
<input type="checkbox"/> Next Scheduled Requests	A list of upcoming transactions to aid in forecasting cash position.
<input checked="" type="checkbox"/> Recent Transactions	Specific types of transactions for up to 30 days.
<input checked="" type="checkbox"/> Shortcuts	Create links to frequently used pages.

Current Dashboard Panels

No panels are currently enabled.