

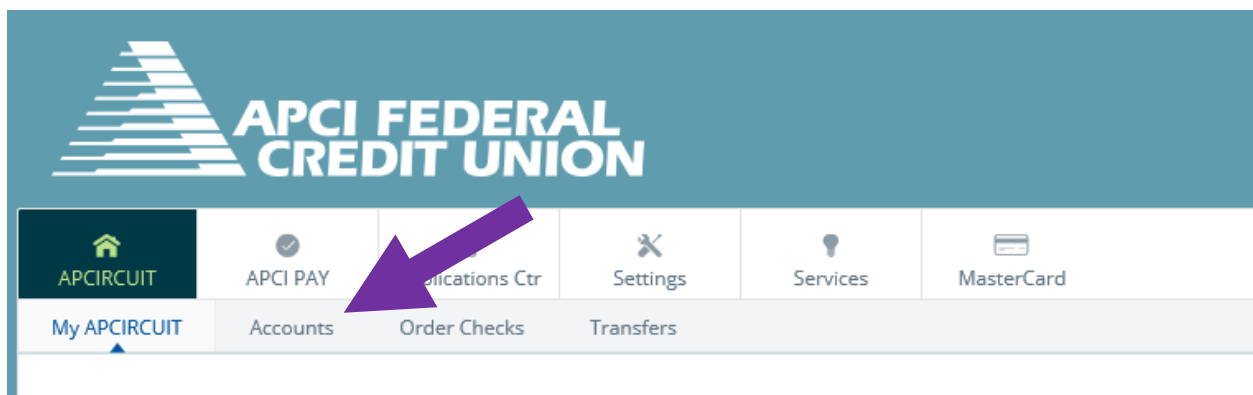
HOW TO – Download your account activity from within APCIRCUIT®

APCIRCUIT® PC Home Banking Service is the main system of our APCI eCU suite of electronic banking services.

1. Visit apcifcu.org and enter your APCIRCUIT ID and click “Continue.” Follow the prompts to complete the login process.



2. Click the “Accounts” tab to view available accounts.

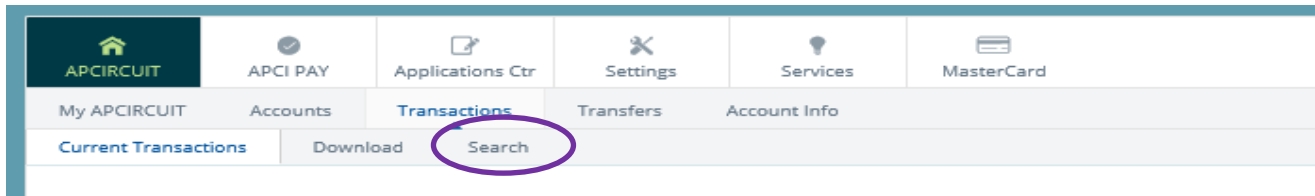
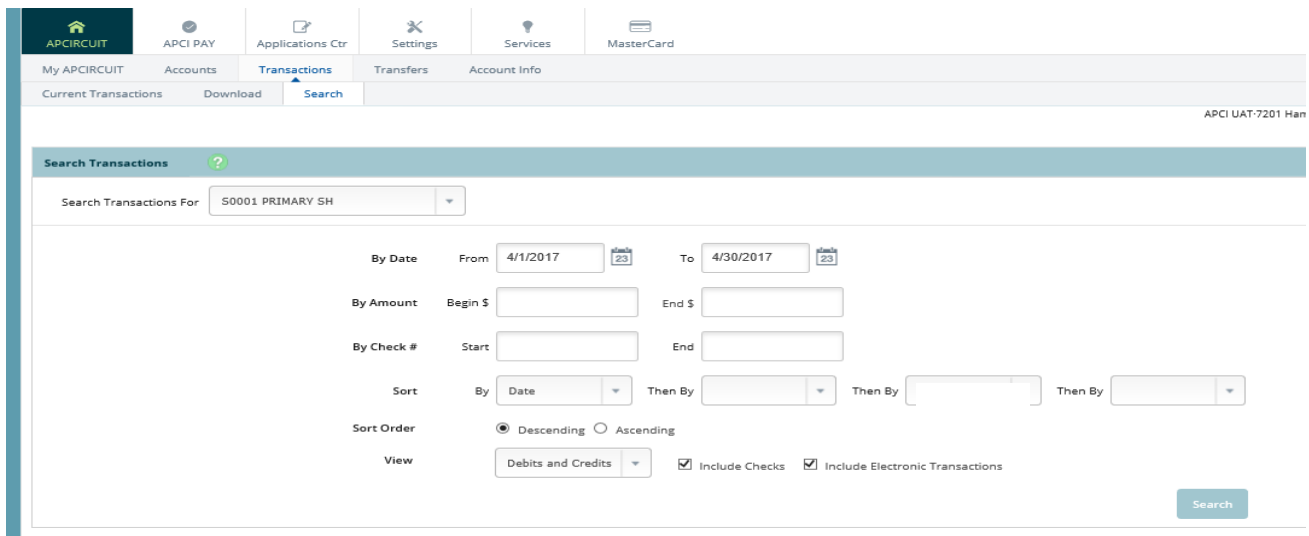


3. Select the account that you would like to view the transaction history.
4. To change your transaction activity view, select the View Range option of your choice which includes:
 - a. Since last statement, 7 days, 15 days, 30 days or All.

View Range: [Since Last Statement](#) | [7 Days](#) | [15 Days](#) | [30 Days](#) | [All](#)

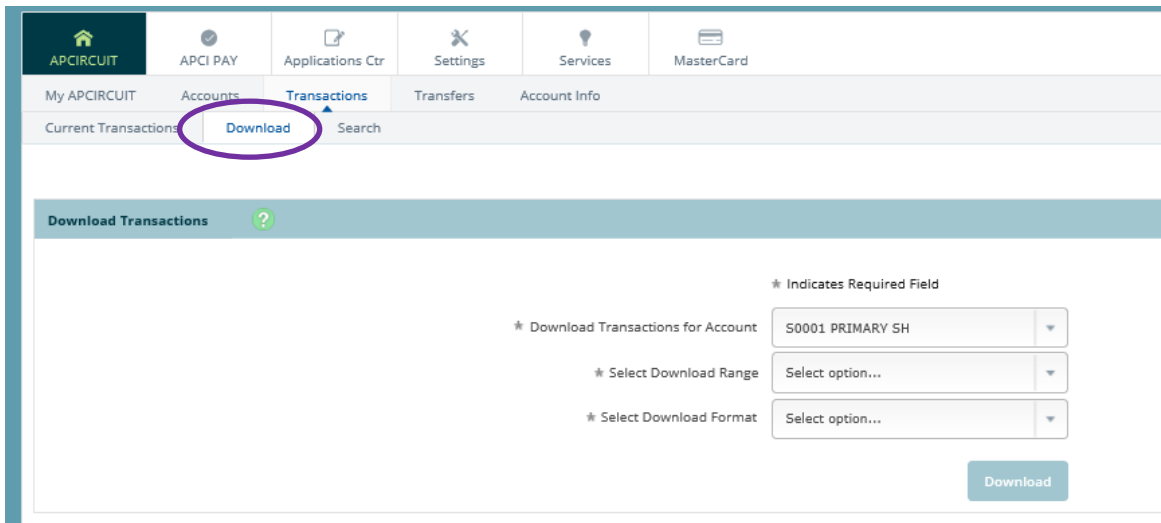
5. To search for a specific account transaction within your account activity:

- a. Select the “Search” tab & enter your Search details.



 This screenshot shows the 'Search Transactions' form. The search criteria are set to 'S0001 PRIMARY SH'. The date range is from 4/1/2017 to 4/30/2017. The 'Sort' dropdown is set to 'Date', and the 'Sort Order' is 'Descending'. The 'View' dropdown is set to 'Debits and Credits'. There are checkboxes for 'Include Checks' and 'Include Electronic Transactions', both of which are checked. A 'Search' button is located at the bottom right of the form.

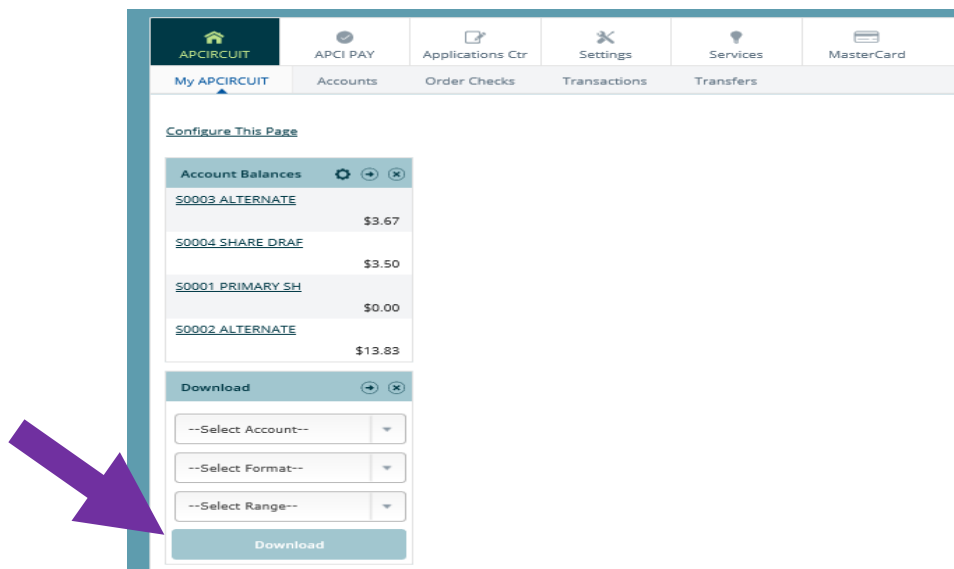
6. To download your Account Information:

- a. Click the “Download” tab & select from one of the following download format options
 - i. MS Money (OFX), Intuit Quicken (QFX), Personal Finance (QIF), Spreadsheet (CSV) or Word Processing (TXT).
 1. Please note, APCI FCU will only support the Intuit Quicken option.



* Indicates Required Field
 * Download Transactions for Account: S0001 PRIMARY SH
 * Select Download Range: Select option...
 * Select Download Format: Select option...
 Download

7. You can also download your account activity using the Download widget box on the APCIRCUIT main page.
- Select the account, download format and account activity range and click “Download” to proceed.



Configure This Page

Account Balances	
S0003 ALTERNATE	\$3.67
S0004 SHARE DRAF	\$3.50
S0001 PRIMARY SH	\$0.00
S0002 ALTERNATE	\$13.83

Download

--Select Account--
 --Select Format--
 --Select Range--
 Download