

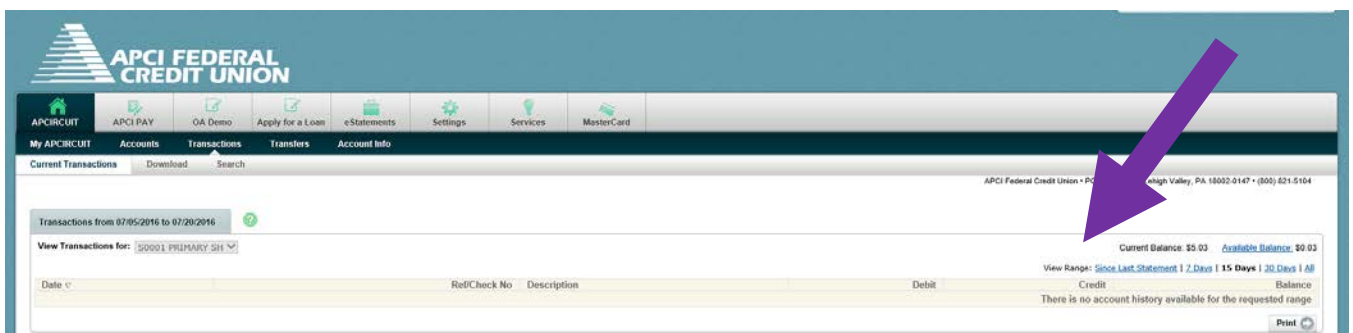
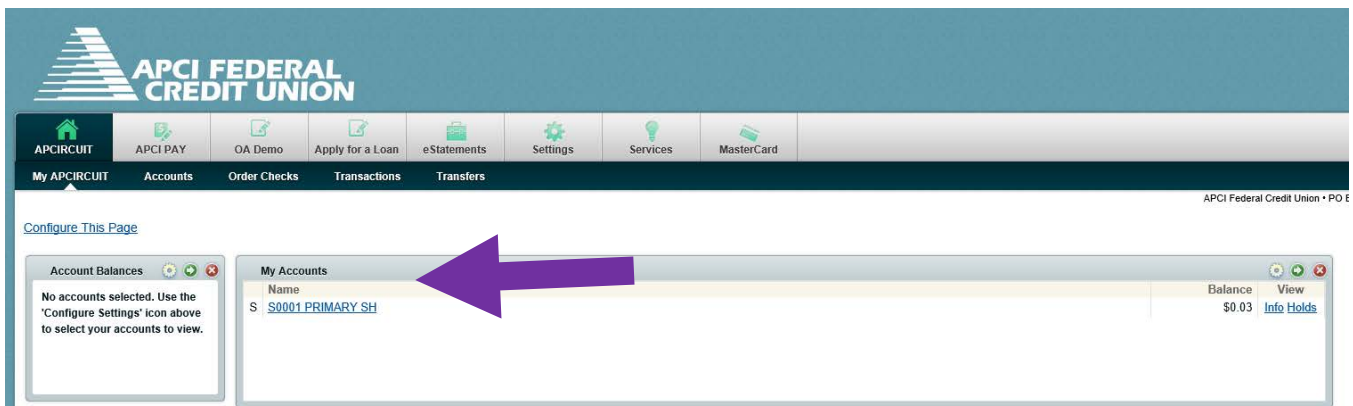
## HOW TO – View a summary of your current account information within APCIRCUIT®

APCIRCUIT is the main system of our APCI eCU suite of electronic banking services.

1. Visit [apcfcu.com](http://apcfcu.com) and enter your APCIRCUIT ID and click “Continue.” Follow the prompts to complete the login process.



2. Click the account from the My Accounts widget box that contains the account activity you wish to view and once selected, current transaction activity will be visible:



3. 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

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

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

The screenshot shows the APCI Federal Credit Union website interface. At the top is the logo and name. Below is a navigation bar with icons for APCIRCUIT, APCI PAY, OA Demo, Apply for a Loan, eStatements, Settings, and Services. A secondary navigation bar includes My APCIRCUIT, Accounts, Transactions, Transfers, and Account Info. Under Transactions, there are sub-tabs for Current Transactions, Download, and Search, with the Search tab circled in purple. Below this, a section titled 'Transactions from 06/20/2016 to 07/20/2016' shows a dropdown menu for 'View Transactions for:' set to 'S0001 PRIMARY SH'. A table below displays two transactions:

Date	Ref/Check No	Description
06/30/2016		Home Banking Transfer Withdrawal: Home Banking
06/30/2016		Home Banking Transfer Withdrawal: Home Banking

The screenshot shows the 'Search Transactions' page on the APCI Federal Credit Union website. The navigation bar is similar to the previous screenshot, but the Search tab is active. The search interface includes a dropdown for 'Search Transactions For' set to 'S0001 PRIMARY SH'. Below this are several filter sections:

- By Date:** From 6/1/2016 To 6/30/2016
- By Amount:** Begin \$ and End \$ input fields
- By Check #:** Start and End input fields
- Sort:** By Date, Then By, Then By, Then By dropdown menus
- Sort Order:** Radio buttons for Descending (selected) and Ascending
- View:** Debits and Credits dropdown, and checkboxes for Include Checks and Include Electronic Transactions (both checked)

**5. To download your Account Information:**

- a. Select the Download tab and 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.

