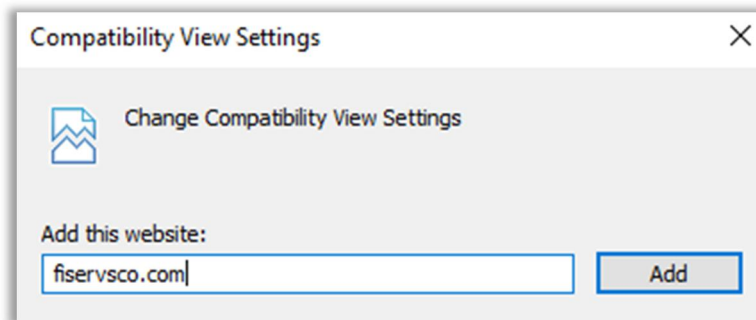


Log In and Set Up Instructions

1. Unplug scanner from computer
2. Add site to Compatibility View setting
 - a. Open Internet Explorer
 - b. Click Tools
 - c. Click on Compatibility View Settings
 - d. Type fiservsco.com
 - e. Click Add



3. Open the First Federal Savings Bank's website – <https://www.firstfedevansville.com/>
4. Hover over the Business tab, then Cash Management, and click on Remote Capture



5. Click on Business Login



6. Enter your Username and Password

A screenshot of the First Federal Savings Bank Bizlink 6.01 login page. At the top left is the bank's logo, which consists of a stylized red and blue wave above the text 'First Federal SAVINGS BANK'. Below the logo is the heading 'Log in'. A light blue banner contains a welcome message: 'Welcome to the new Bizlink 6.0! If you have any questions, please contact Cash Management at 812-492-8124.' Below the banner, the text 'Enter your credentials to access your Bizlink site.' is centered. The login form includes a 'Username' field with a 'HIDE' button, a 'Password' field, and a checkbox labeled 'Remember my username'. At the bottom of the form is a red 'LOG IN' button.

- a. If you are a current Bizlink user, you will log in with your current username and password for your Bizlink site (using your token and PIN)
- b. If you are not a current Bizlink user, you will enter the username you are currently using and your temporary password will be first123
 - i. You will be prompted to change this password on next screen. You may change it to what you are currently using today. So after the initial log in, your credentials will be the same as they are today.

Change password

Your password helps prevent unauthorized people from logging into online banking. Changing it periodically keeps your accounts secure.

Complete the following to change your password.

Your new password must include:

- Between 8 and 17 characters
- At least 1 number
- At least 1 letter
- At least 1 special character

New password *

Confirm new password *

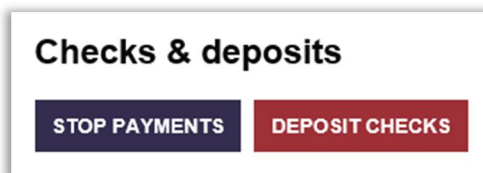
* Indicates required field

CONTINUE

7. Fill in the requested information
8. Click on Continue
9. This will take you to the home page of our Bizlink site
10. Click on the Checks and Deposit Tab

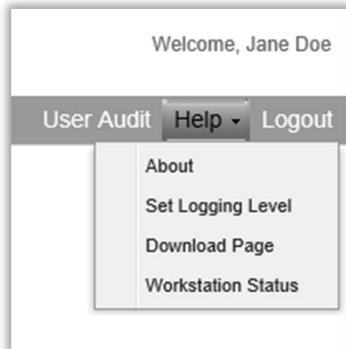


- a. Bizlink users will then click on Deposit Checks

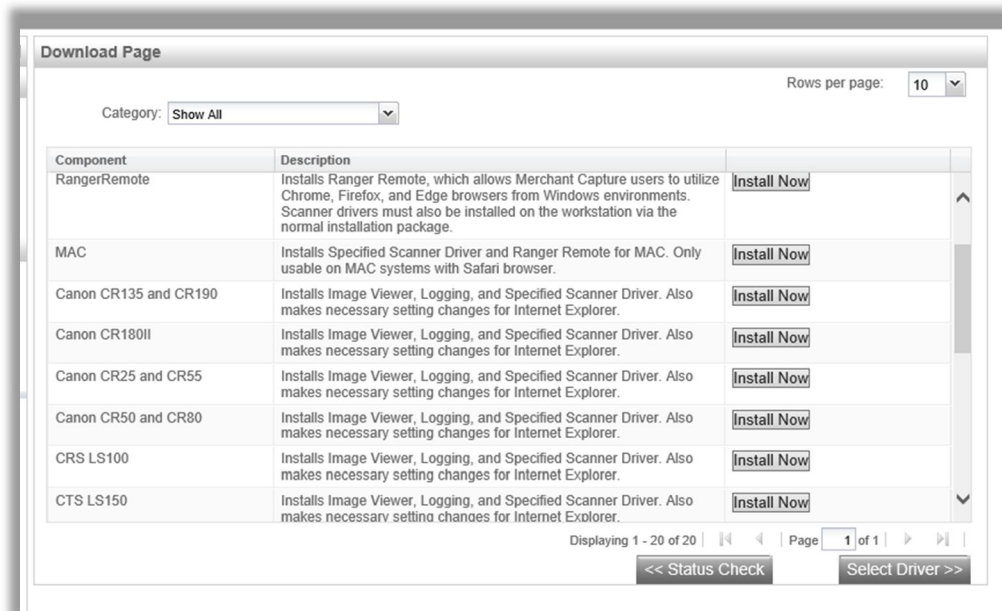


- b. Remote Deposit users will have the screen open automatically after clicking the tab

11. Once the new window opens, click on the Help button and then the Download Page option



12. This will bring up the page to select the drivers you want to download
- Select the drivers for the model of scanner you currently have at your office. The model make and number are located on top of the scanner (Ex: Cannon CR-25, Cannon CR-55 or Cannon CR-50)

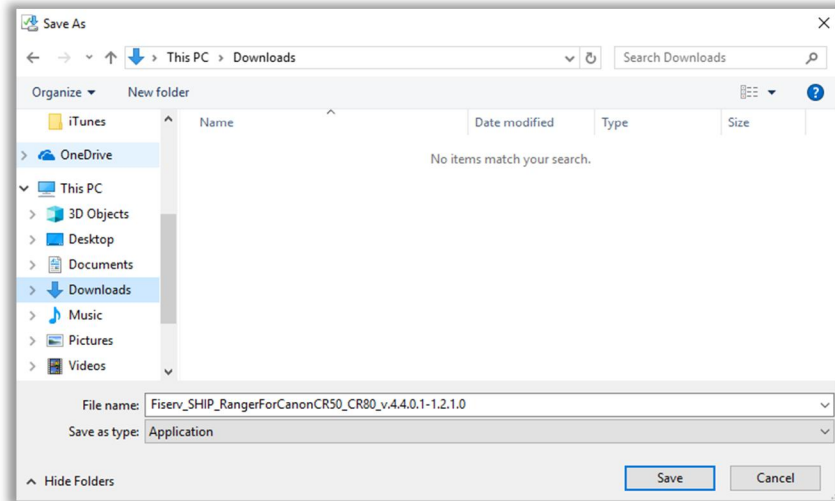


13. Once you locate your current check scanner make and model, click the Install Now button

14. Click the Save As button when the bar shows up at the bottom of the screen

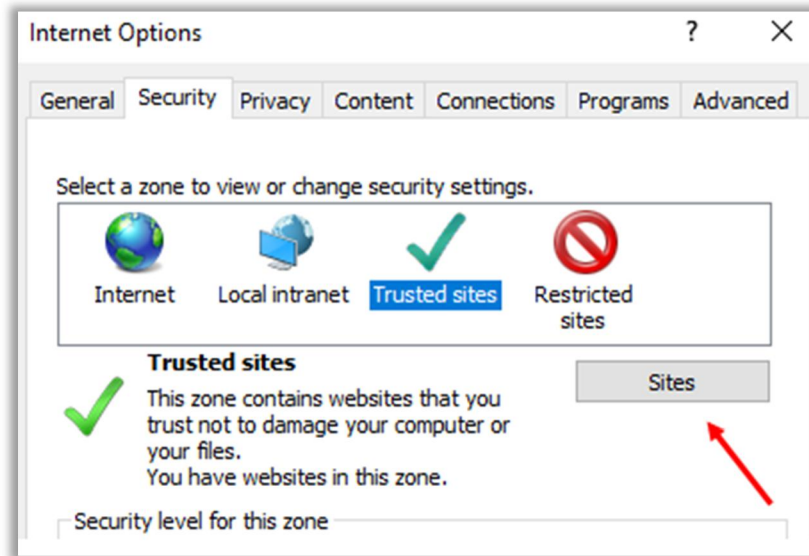


15. Save the file to your Download Folder on the computer.



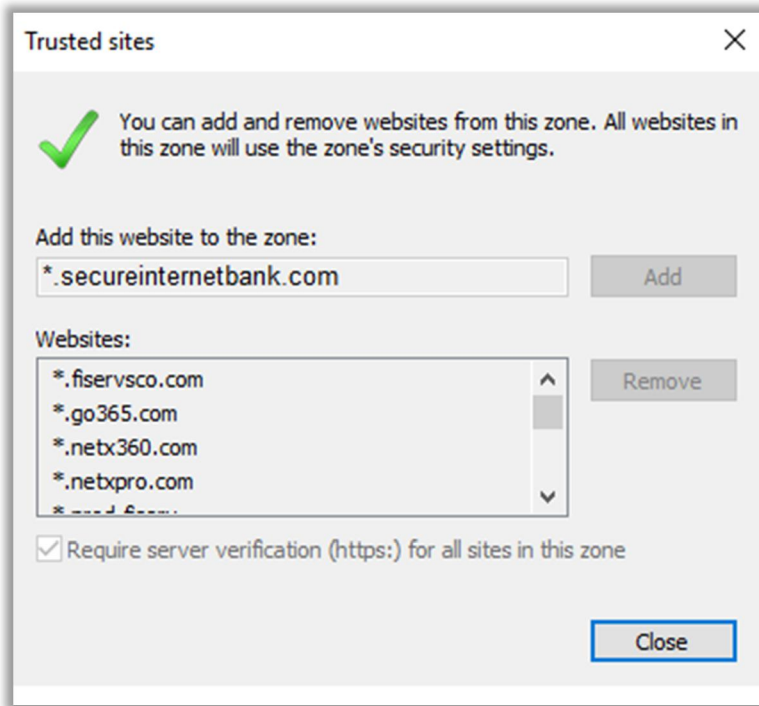
16. Log out of the Remote Deposit screen. Window will automatically close.

17. Save the Bizlink website as a Trusted Site in your Internet Options
- a. Go to Tools
 - b. Select Internet Options
 - c. Click on Security Tab



- d. Click on the Sites button

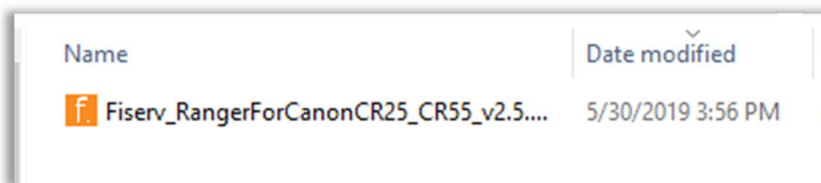
- e. The website address should automatically fill in the Add this website to the zone: box, click on the Add button



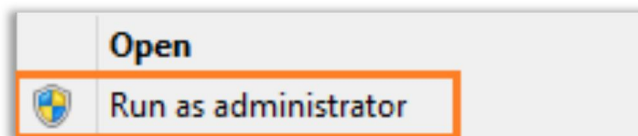
- f. Click Close

18. Log out of Bizlink completely

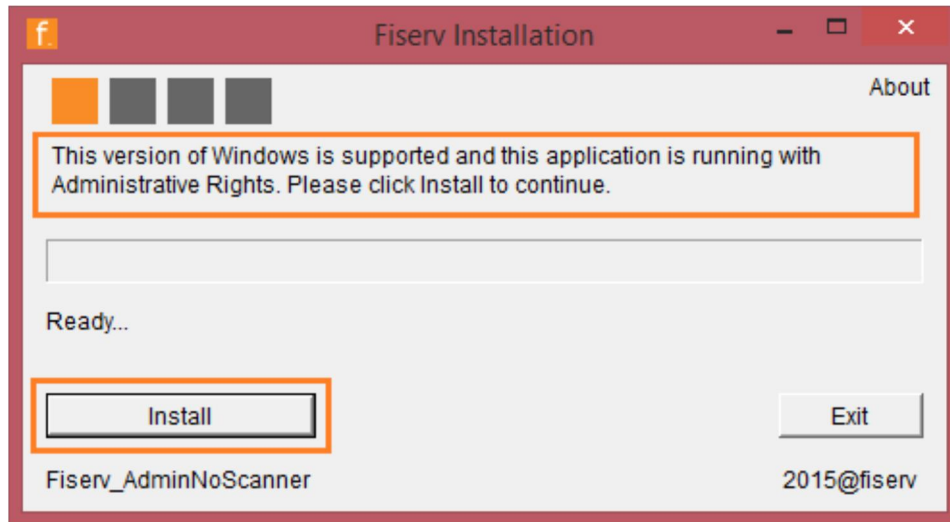
19. Locate the file you just saved in your Downloads folder and right click on the file



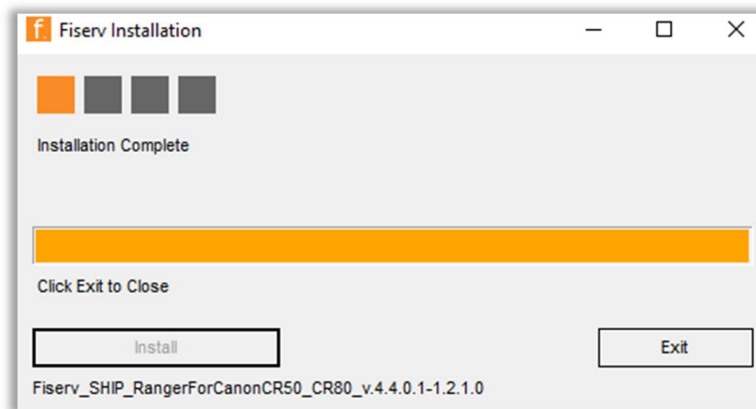
- a. Select Run as Administrator



20. Click Install
 - a. If asked to replace existing drivers, click on Yes

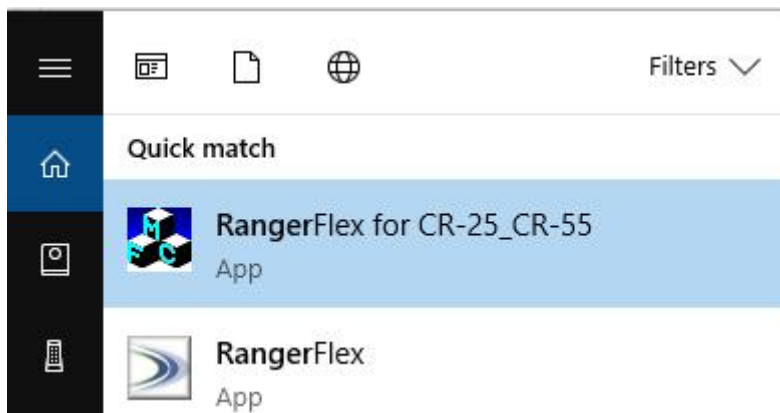


21. Once install is complete, Click Exit



22. Plug the scanner back into the computer

23. Search for Ranger Flex on the computer



24. Once located, open the program
 - a. This will allow you to test the scanner to ensure that the new software was installed correctly and check images will appear when scanned
 - b. Once opened, click on Begin Scan. If the check scans, continue with the below steps.

25. Log back into Bizlink site and click on Checks & Deposits Tab

26. Once the Remote Deposit window opens, follow the steps provided in the Merchant Capture Guide to begin scanning your check batches.