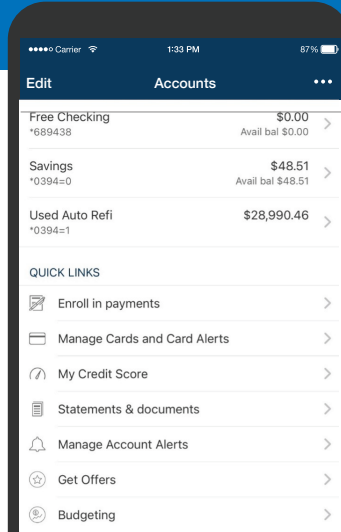


Mobile Budget How-To Guide

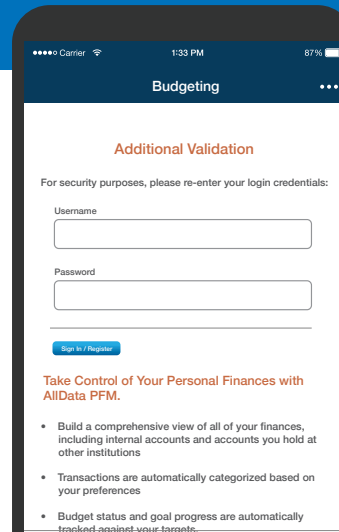
1

Once logged into our Mobile App, select "Budgeting" under the Quick Links Menu.



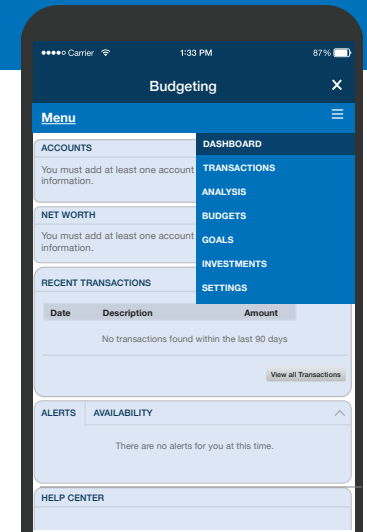
2

You will be required to complete an additional one-time security validation by entering your login credentials again.



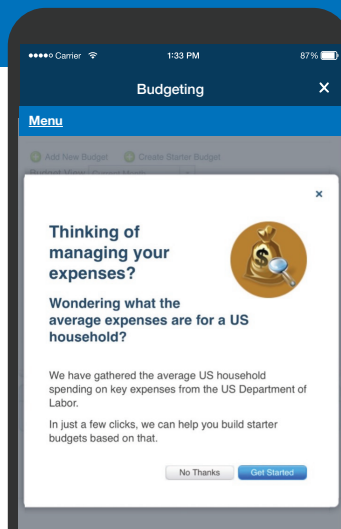
3

The Budgeting Dashboard will appear. From the Dashboard tap the line icon in the upper right-hand corner, to access the Budgeting Features Menu and select Budgets.



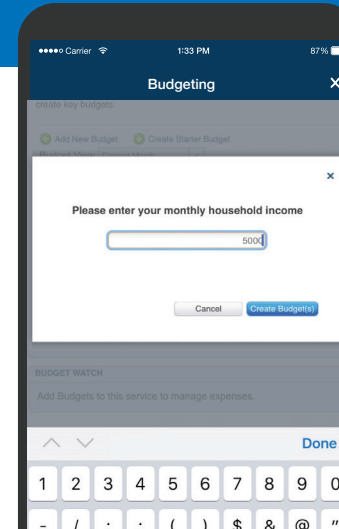
4

From the Budgets screen, select Get Started to start creating your Budgets.



5

Continue to follow the on-screen prompts to enter your monthly household income and expenses.



6

As transactions are posted during the month, and categories are assigned to each, our personal finance manager will track your spending and income and provide a Budget for each category to allow you to quickly note and adjust spending habits as needed.

