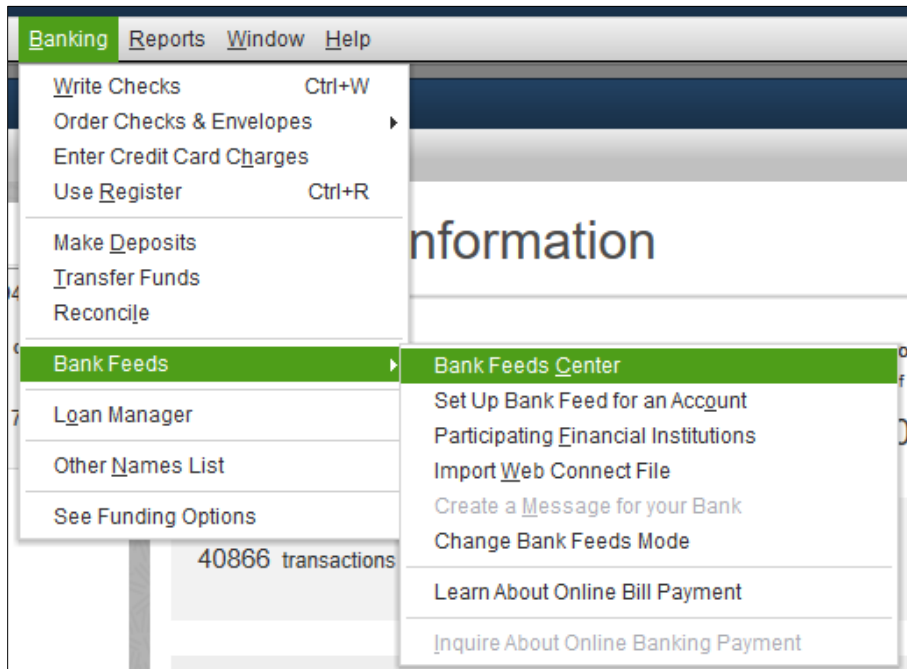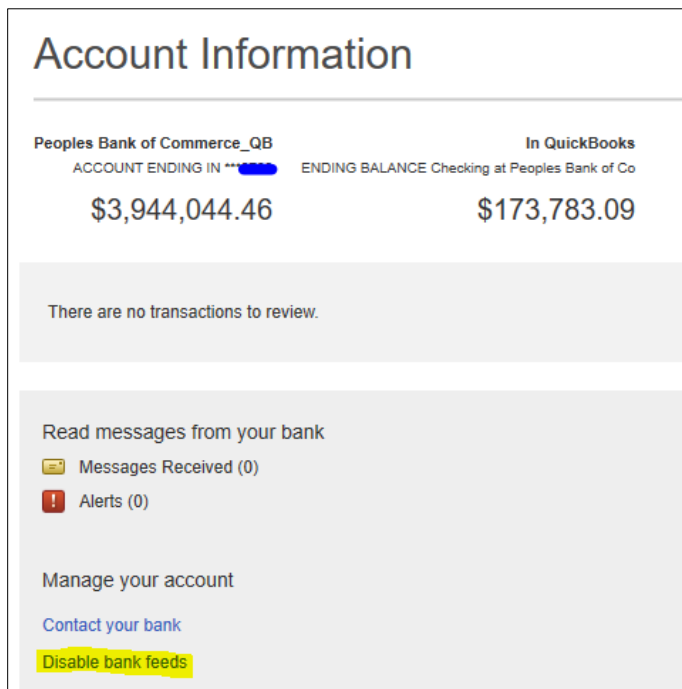## Setting Up Bank Feeds with Enhanced Online Banking – Direct Connect

1. Open Quickbooks.
2. Go to Banking/Bank Fees/Bank Feeds Center. If no prior Bank Feeds are enabled then skip to step 6.

3. Click on Disable bank feeds. It is important to make sure there are no outstanding transactions that need to be added to your register before you do this step. If there are, take care of the pending transactions and then click on disable bank feeds.

4. Click on Deactivate All Online Services, then click Save & Close.

5. Click OK.

6. Go to Banking/Bank Feeds/Set Up Bank Feed for an Account.
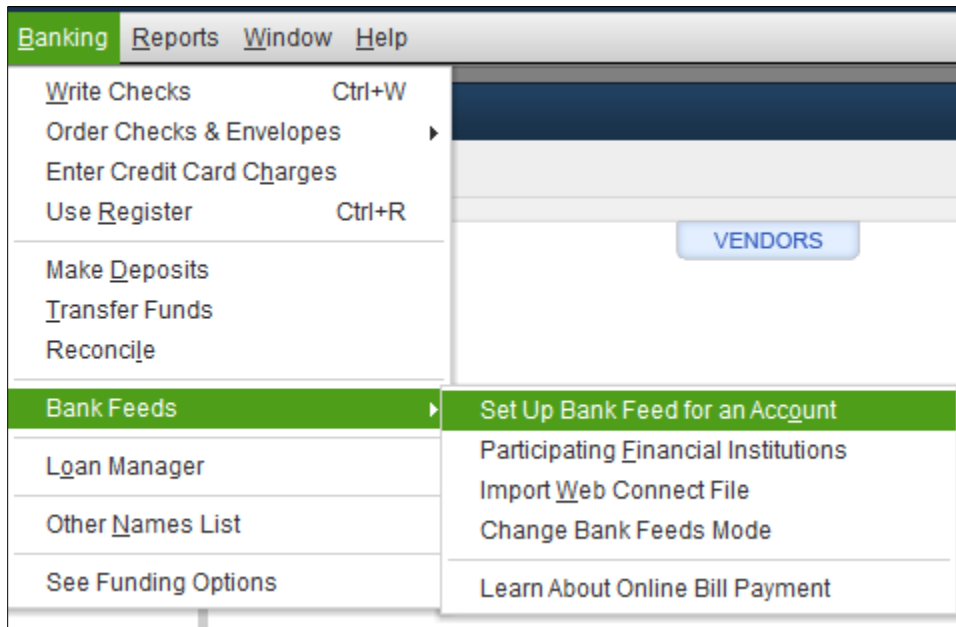
7. Click Yes.
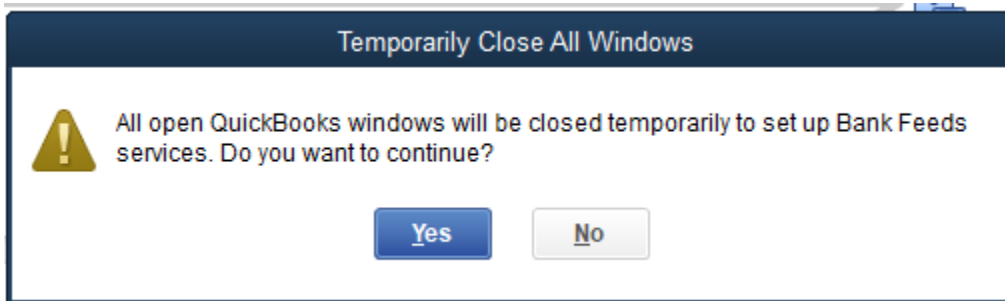
8. Type in Peoples Bank of Commerce in the field for Enter Your Bank's Name. Click Next until you get to Showing 34-44 of 52 and then click on People's Bank of Commerce.

9. Type in your Username and Password then click Connect

10. From the dropdown, select the appropriate account you want to link the account in online banking to in Quickbooks. Click Connect once the account(s) have been selected.

11. You will then get a summary screen that says Success! Click Close.

12. Go back to Banking/Bank Feeds/Bank Feeds Center
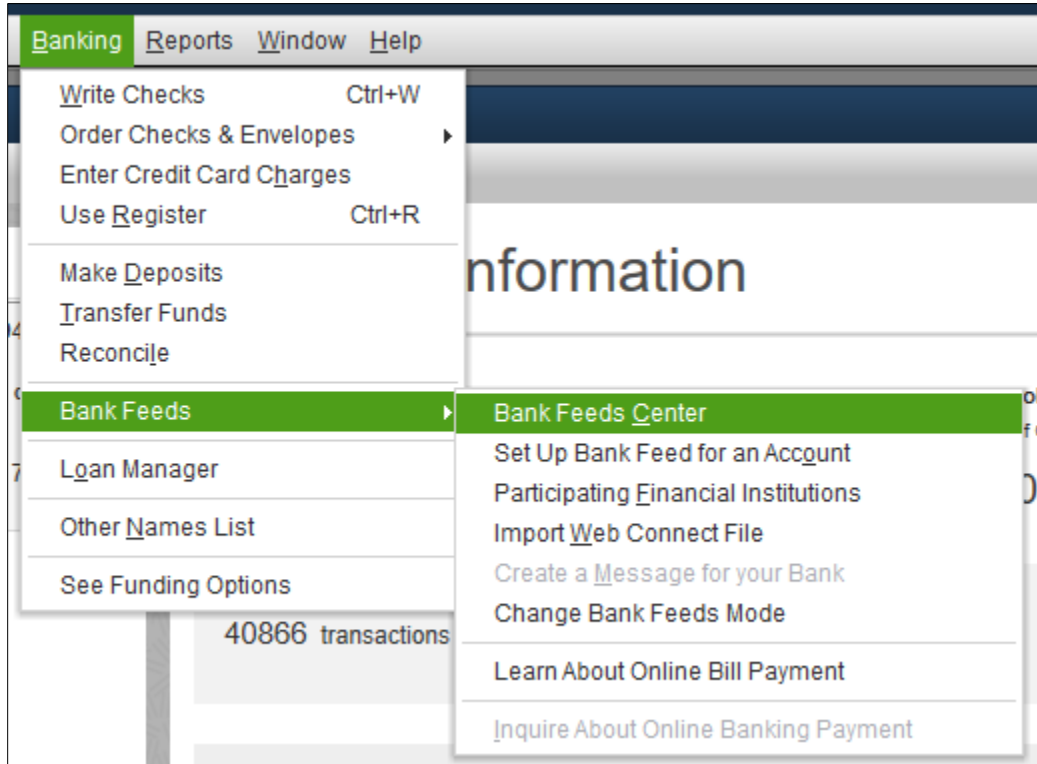
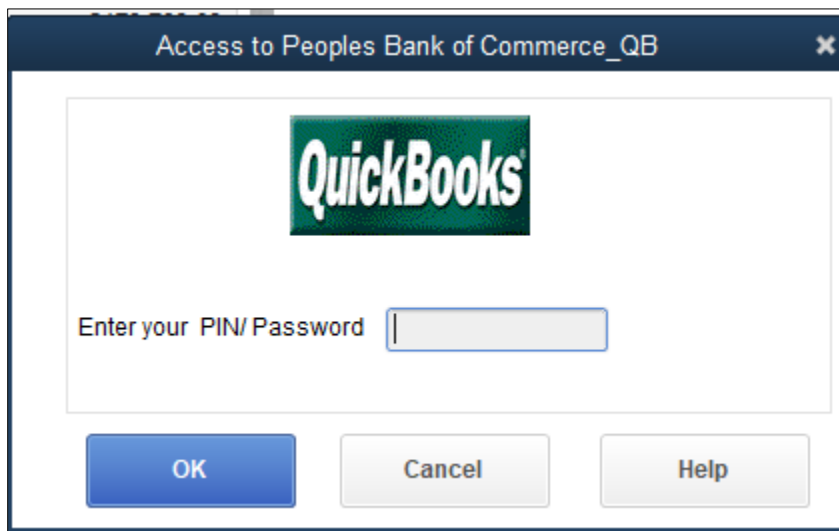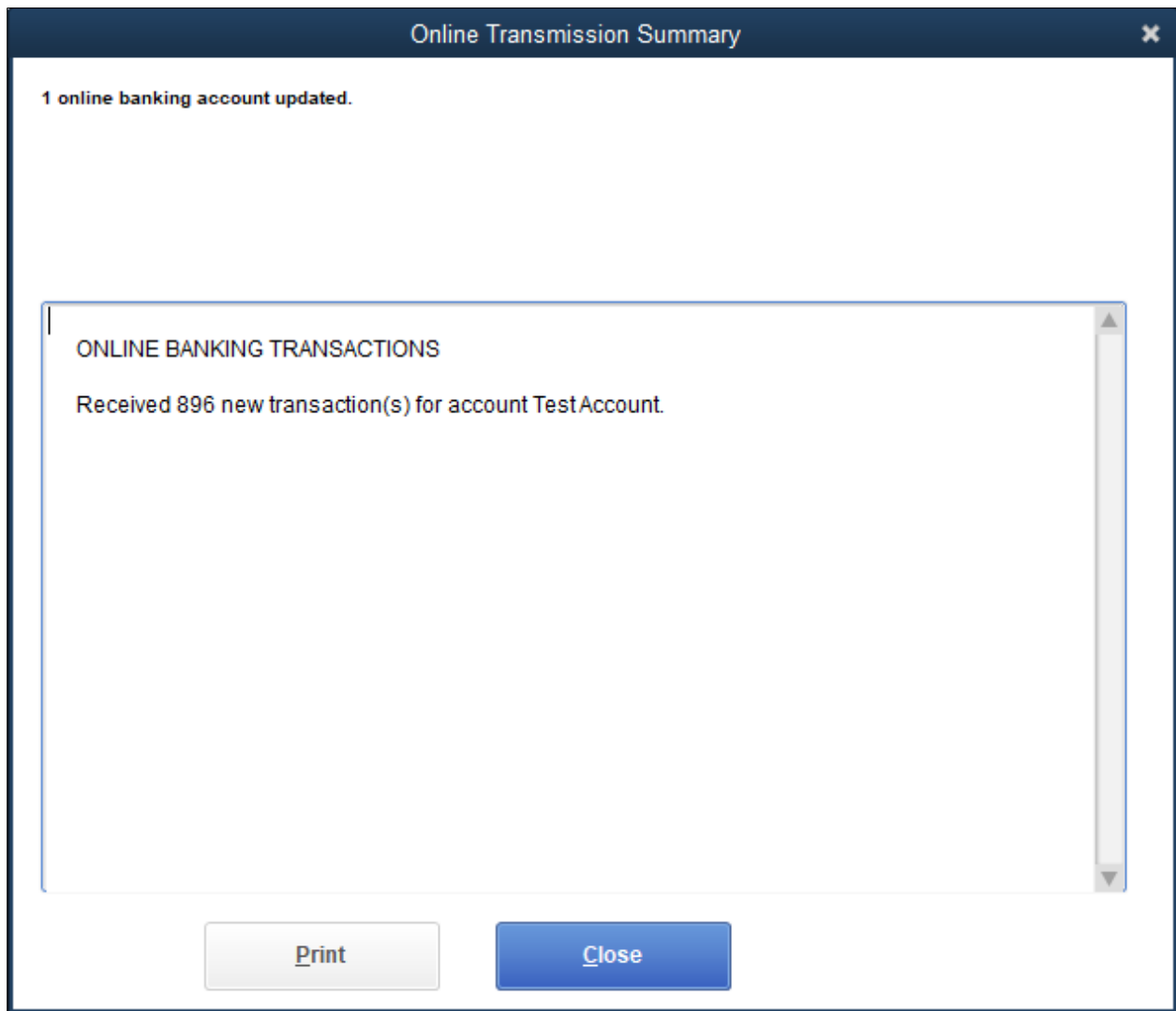13. Click Download Transactions
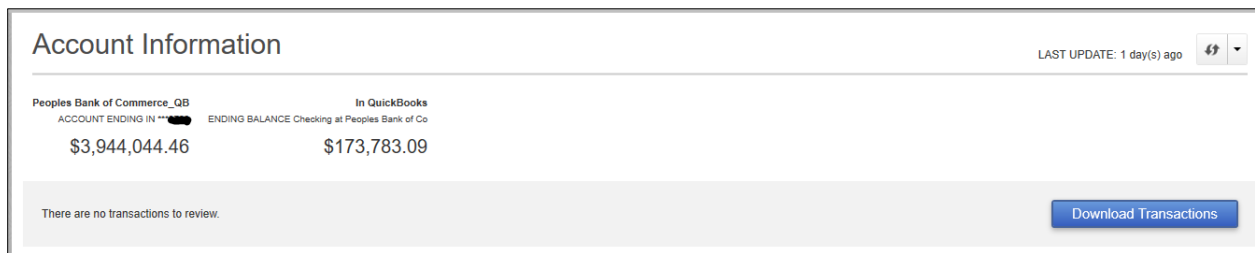
14. Enter your password to Online Banking, then click OK

15. Click Close or Print depending on your preference

16. Click on Transaction List to review and add transactions to the register.