



## Mobile Banking How-To

### Log in to Mobile Banking

Access Riverside Bank's mobile site at <https://www.airteller.com/FI6109> and enter your User ID and PIN. Choose one of the options below from the Main Menu.

### Viewing Alerts\*

- Select "Alerts" from the Main Menu.

\* The Alerts option only displays if you have Alerts to view.

### Viewing Transactions

- Select "My Accounts" from the Main Menu.
- A summary screen with your Account Balances displays. From the list of accounts select which account you want to view.
- Transactions from the last 15 days display in groups of 4 transactions per page. Select the transaction date for details. Select "Transactions" to return to the list of transactions.
- From the transaction list select "My Accounts" to return to the list of accounts or "Main Menu" to return to the main menu.

### Transferring Funds\*

- Select "Transfer" from the Main Menu.
- Choose the account to transfer funds from.
- Choose the account to transfer funds to.
- Enter amounts in the dollars and cents fields and select "Submit".
- An indicator that the transaction is sending displays.
- A confirmation message and number display after the transfer is complete.
- An SMS Text Message will be sent to confirm the transfer.

\*You can only set up one-time immediate transfers via mobile banking.

### Paying Bills\*

- Select "Pay Bills" from the Main Menu.
- Select the Payee.
- Select the pay "from" account and continue to the next screen.
- Enter amounts in the dollars and cents fields and select "Submit".
- An indicator that the bill payment is sending displays.
- A confirmation message and number display after the bill payment is complete.
- An SMS Text Message will be sent to confirm the transfer.

\*You can only set up one-time immediate bill payments via mobile banking. Payments will process during the next bill pay processing time.