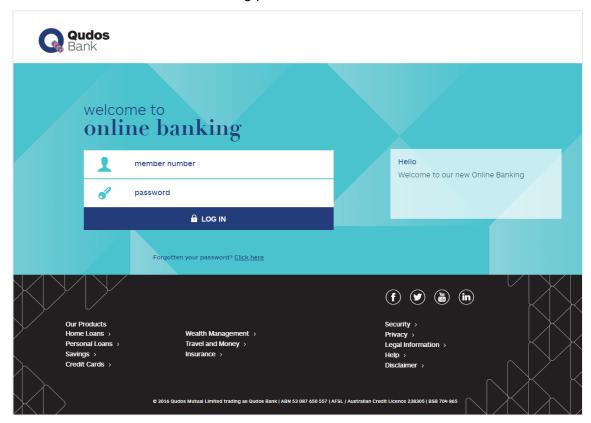


# Online Banking -FAQs

# **Getting started**

#### Already registered for Online Banking?

You can access Online Banking from our website **qudosbank.com.au** and log in using your existing Member number and Online Banking password.



# Forgotten your password?

Call us on <u>1300 747 747</u> and we can reset it for you. Once you receive a temporary password you'll need to change it within online banking. Please follow the steps below under 'want to change your password'.

### Not registered for Online Banking?

Call us on 1300 747 747 and one of our service staff can help set-up your Online Banking details or ask us in branch.

#### Want to change your password?

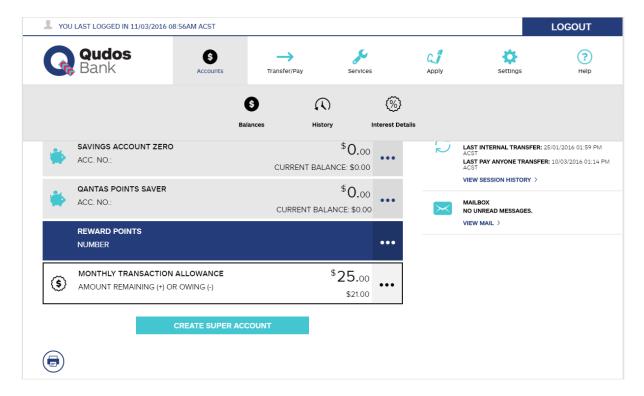
If you know your current password, simply log into Online Banking and click 'settings' on the menu bar then 'change password'.

To proceed with changing your password you'll require a secure SMS code. This code is not your new password; this code is to authenticate you to proceed with this action.

**Note:** When changing your password, you will need to choose a combination of a minimum of 8 and maximum of 16 characters.

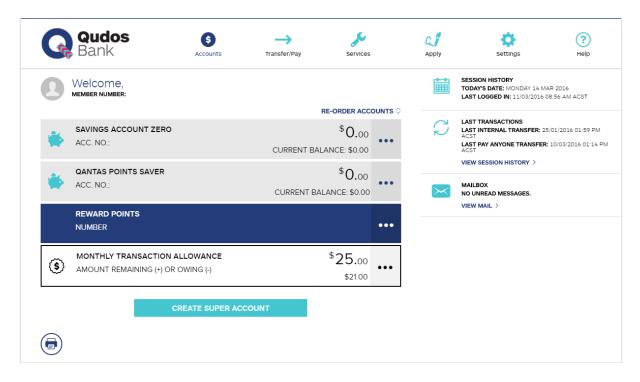
# Using the menu

Click on each of the top level menu listing to reveal all the options underneath. Here we show the drop down menu under 'Accounts'



# 'Accounts' Tab

The first menu item 'Accounts' provides you a dashboard with all your accounts at a glance. Click on each account to reveal transaction details.



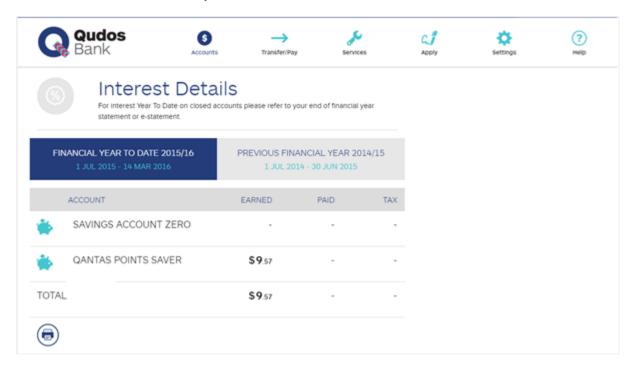
You can search your transactions. You can:

- Search by date range
- · Debit, credits or all
- Dollar amounts

#### Interest details

> Located under the 'Accounts' Tab

Details of interest earned on your accounts can be found here.



# 'Transfers/BPAY' Tab

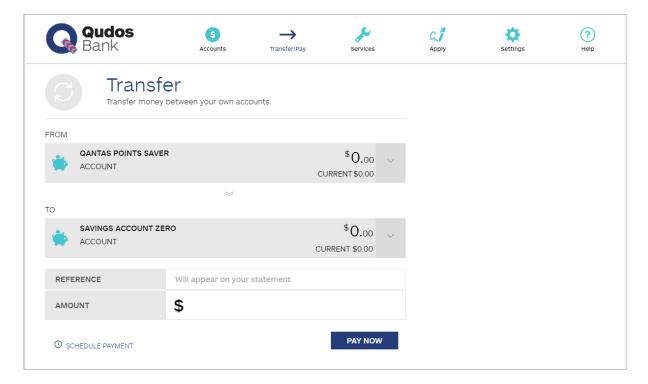
Under the 'Transfer/Pay' Tab you'll see the following options:

Transfer: Transfer money between your Qudos Bank accounts

Pay Member: Pay another Member of Qudos Bank

Pay Anyone: Pay someone banking with another financial institution

BPAY: Perform a BPAY transaction using a biller code and customer reference number

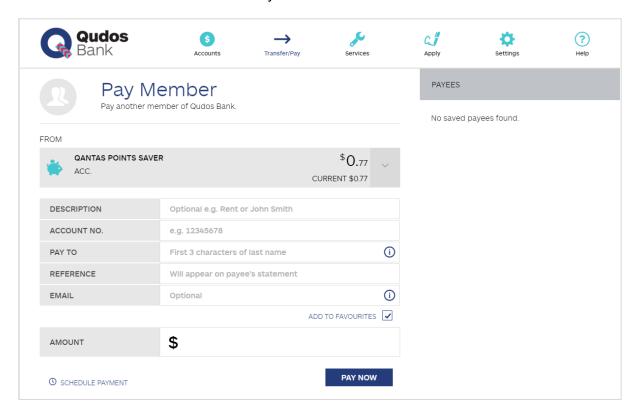


## **TIPS**

- To save transfers as favourites, select the "ADD TO FAVORITES" check box.
- To schedule payments for another time select the "SCHEDULE PAYMENT" option and choose the payment date and frequency.
- To view all your scheduled payments select "SCHEDULED TRANSFERS"

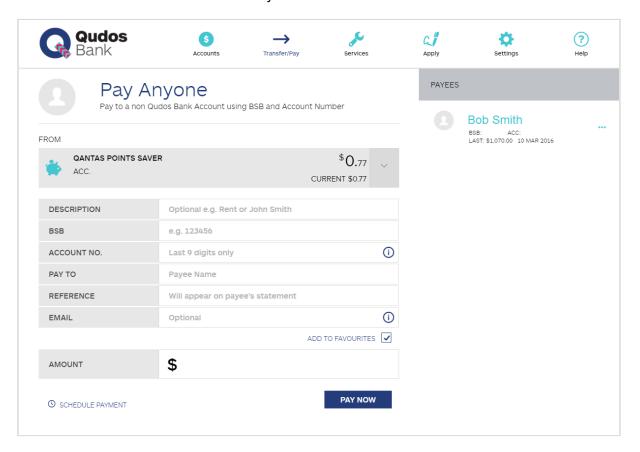
# Pay a Qudos Bank Member

> Located under the 'Transfer/Pay' Tab



# Pay anyone (external transfer)

> Located under the 'Transfer/Pay' Tab

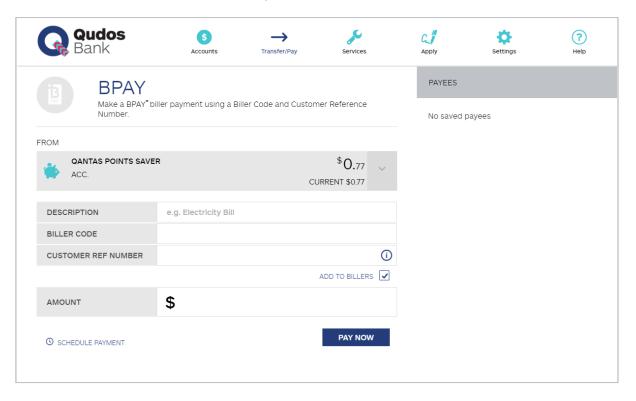


#### **TIPS**

- To make a payment to an external financial institution select "PAY ANYONE".
- To save the payee as a favourite, select the "ADD TO FAVORITES" check box.
- To schedule this payment for another time select the "SCHEDULE PAYMENT" option and choose the payment date and frequency.
- To view all your scheduled payments select "SCHEDULED TRANSFERS"

#### **BPAY**

Located under the 'Transfer/Pay' Tab



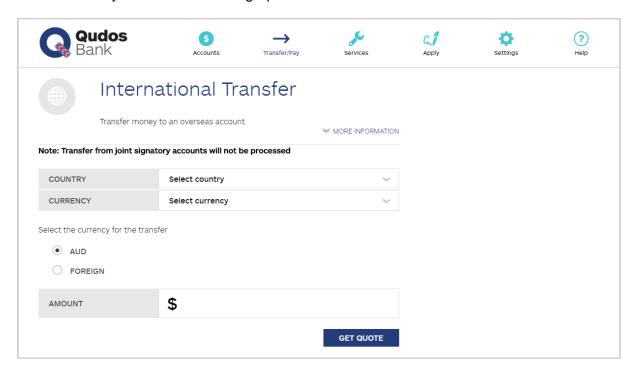
#### **TIPS**

- To make a BPAY payment, select "BPAY". To save the biller, select the "ADD TO BILLERS" checkbox.
- To schedule this payment for another time select the "SCHEDULE PAYMENT" option and choose the payment date and frequency.
- To view all your scheduled payments select "SCHEDULED TRANSFERS"

#### International transfers

> Located under the 'Transfer/Pay' Tab

Transfer money overseas via a telegraphic transfer



You will need the following details at hand to be able to transfer money overseas:

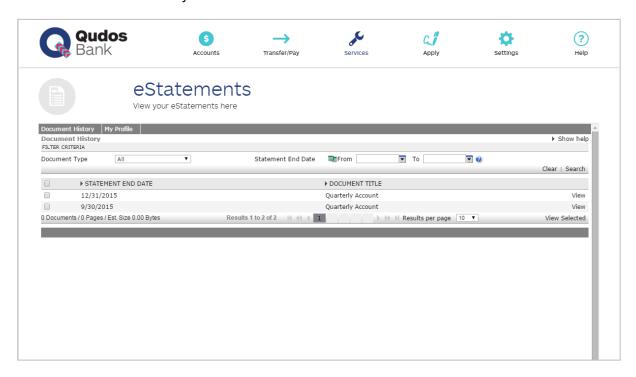
- Recipient Account Name and Account Number
- Recipient Address
- Bank Name and Address
- IBAN and SWIFT Code of the bank

# 'Services' Tab

#### **eStatements**

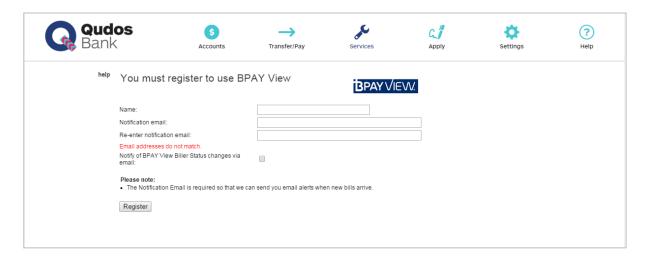
> Located under the 'Services' Tab

Click "view" to download your statement as a PDF file.



#### **BPAY View**

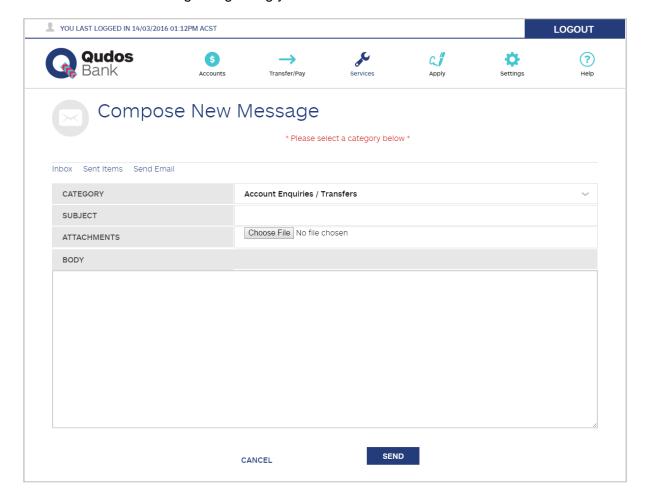
> Located under the 'Services' Tab



## Secure mail

> Located under the 'Services' Tab

Send and receive messages regarding your account here.



# 'Apply' Tab

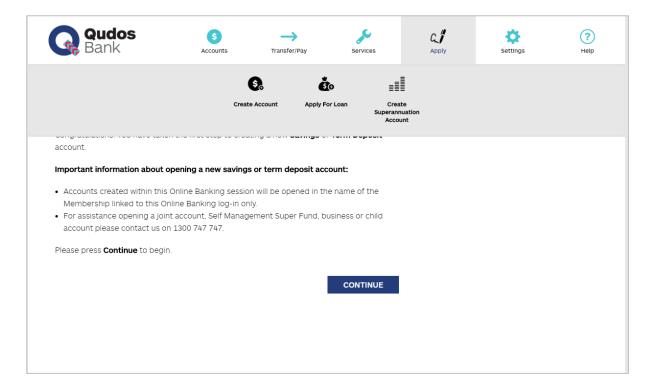
Create a new account or apply for a product under the "apply" tab.

You can apply and maintain the following products here:

- Savings accounts
- · Terms deposits
- Super accounts

## You can also apply for:

- Home Loans
- Investment Loans
- Car Loans
- Personal Loans
- Overdrafts
- Credit Cards



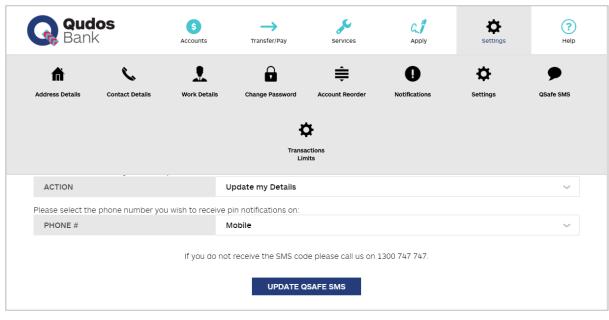
# 'Settings' Tab

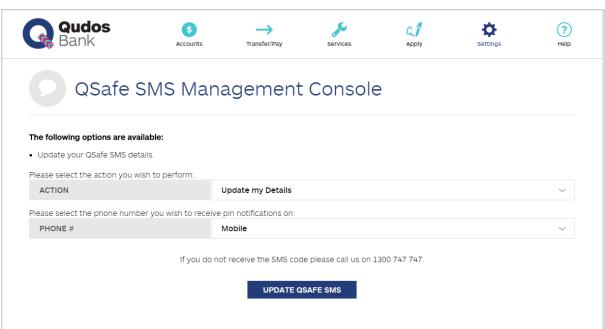
#### **QSafe SMS**

Located under the 'Settings' Tab

QSafe SMS is a free service providing extra security when you bank or shop online. QSafe SMS is simple to use and it's free! It works by sending a unique code by SMS to your Australian mobile phone when you request to make a new transfer, BPAY payment or update your personal details for example.

To register or update your details go to "QSafe SMS" under "Settings"



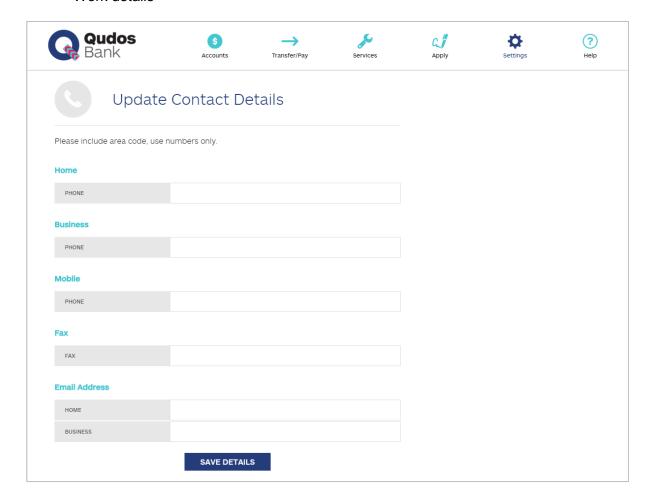


# Changing your details

> Located under the 'Settings' Tab

Here you can update your:

- Address details
- Contact details like phone and email address
- Work details

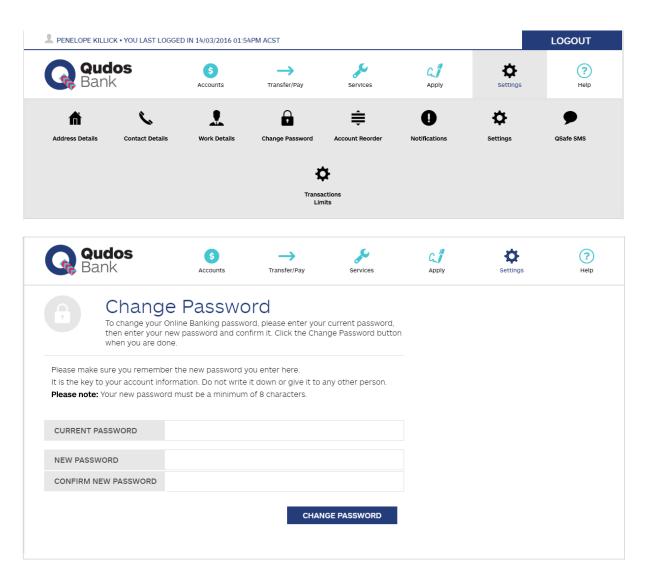


# Logging in with a new online banking password?

Located under the 'Settings' Tab

If you are logging in for the first time you may be asked to change your temporary password.

If you wish to change your existing password look under "Settings"



Remember your new password must be a minimum of 8 characters.

# For more information

If you require more information on the location of our services please contact us on 1300 747 747 email us at <a href="mailto:enquires@qudosbank.com.au">enquires@qudosbank.com.au</a> or drop into your nearest branch.