

Get the most from your account with our

# EBANKING CHEAT SHEET

**eBanking** delivers our virtual branch **FREE** to your computer 24/7. It is the simple, safe and secure way to check balances, transfer funds, pay bills and more at your convenience!



## Learn how to:

REGISTER FOR  
ESTATEMENTS

CHANGE USERNAME

CHANGE PASSWORD

ADD A BILL OR PAYEE

PAY BILLS

PAY A PERSON

ADD EXTERNAL  
ACCOUNT FOR  
TRANSFERS

MAKE A TRANSFER

ORGANIZE  
DASHBOARD

AGGREGATE  
EXTERNAL  
ACCOUNTS



**Security  
Federal**  
SAVINGS BANK

 @secfedbank

  @sfsbank

### Register for FREE eStatements

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click **"Accounts"** then choose any account
3. Click **"Documents"** then choose any account
3. Click **"Sign Up/Changes"** then place a check next to any account you wish to enroll into eStatements

### Change Username (also called User ID)

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click your profile image, then click **"Settings"**
3. Click **"Security"**
4. Beside your username, click **"Edit"**
5. Confirm your password for security
6. Type a new username  
*Click "show rules" for full username rules*

### Change Password

1. Follow Steps 1-3 in **"Change Username"** above
2. Click **"Edit"** beside your existing Password and follow prompts to update your password
3. Click **"Show rules"** to see password rules
4. Once finished, click **"Submit"** to save

### Add a Bill or Payee to pay

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click **"Payments"** on the left side menu
3. Click **"New payee"**
4. Choose **"Add a bill"** to pay an organization or **"Add a person"** to pay an individual
5. Type the information required then click **"Submit"** to save your changes

### Pay Bills Online

1. Click **"Payments"** on the left side menu
2. Click **"Pay a bill"** or **"Pay a person"**
3. Select the bill or person you wish to pay
4. Type dollar amount
5. Click **"More Options"** to change the transfer date or to make the transfer recurring
6. Click **"Submit"** to process the payment

### Add external account for Transfer

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click **"Transfers"** on the left side menu
3. Click **"+ External Account"** then confirm your password for security
4. Enter the account name, routing number, and account number
5. Select **"Checking"** or **"Savings"**
6. Click **"Submit"** to save your changes

### Make a Transfer

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click **"Transfers"** on the left side menu
3. Click **"Make a Transfer"**
4. Choose the FROM account and TO account
5. Type the amount you want to transfer
6. Click **"More Options"** to change the transfer date, make the transfer recurring, or add a memo
7. Click **"Submit"** to process the transfer

### Organize your Dashboard

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click **"•••"** on the top right beneath your profile image OR scroll down to the bottom of the page
3. Click **"Organize dashboard"**
4. Drag & drop menus to reorganize
5. Click **"Done"** to submit your changes

### Aggregate External Account

1. Log in at [ebanking.secfedbank.com](http://ebanking.secfedbank.com)
2. Click **"•••"** on the top right beneath your profile image OR scroll down to the bottom of the page
3. Click **"+ Add account"**
4. Click **"Connect institution"** to check balances and transactions from another financial institution OR click **"Add external account"** for transfers
5. Follow the prompts then click **"Submit"** to save your changes

*Check Reordering is available on eBanking and in the Mobile App*



**QUESTIONS?**

Please send a message through eBanking