



This “Getting Started” guide is provided by Ent to assist you with connecting to Online Banking with Quicken 2004-2006. You will need your member number and your Online Banking PIN number. If you do not have an account with Ent, please visit one of our branches or call a Member Service Representative at (719) 574-1100.

## Getting Started with the Ent Online Banking Transaction Download and Quicken 2004-2006

Refer to this guide for instructions on using Quicken's online account services to save time and automatically keep your records up to date.

This guide includes the following sections:

Creating a New Quicken Account, page 2—Explains how to use Express Setup to create a new Quicken account for downloading transactions and paying bills online.

Keeping your Quicken Accounts Up-to-Date, page 4—Explains how to download transactions or make payments with accounts that you have activated for online account services.

Using Online Bill Payment, page 5—Describes how to set up an online payee and create an online payment.

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### Information You'll Need to Get Started

To download your transactions with Quicken, you must have Internet access. In addition, to complete setting up your Quicken accounts for transaction download or online bill payment services you will need to enter a Customer ID and PIN.

Your Quicken Customer ID/PIN is the same as your Ent Account Number and PIN used to log on to Online Banking and Telephone Banking.

This guide will show you how to setup and download your accounts. For step-by-step help with an online task, choose Learn About Downloading Transactions from the Quicken Help menu.

**Important:** First, get the latest program updates!

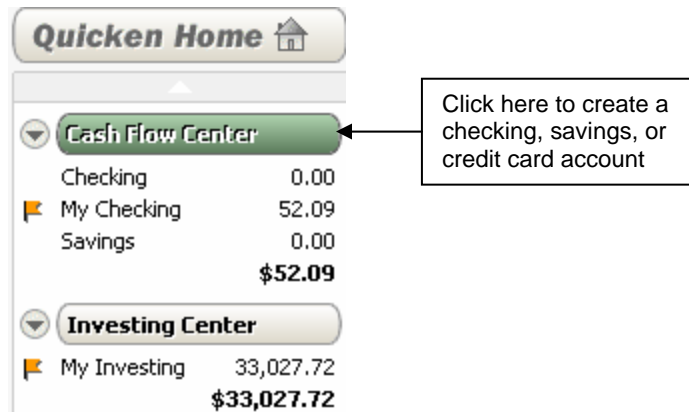


To get the latest directory of participating financial institutions and program updates click **Update** on your Quicken toolbar. In the dialog, click **Update Now**, Quicken will automatically check for available updates. When this download process is complete, **exit** and **restart** Quicken.

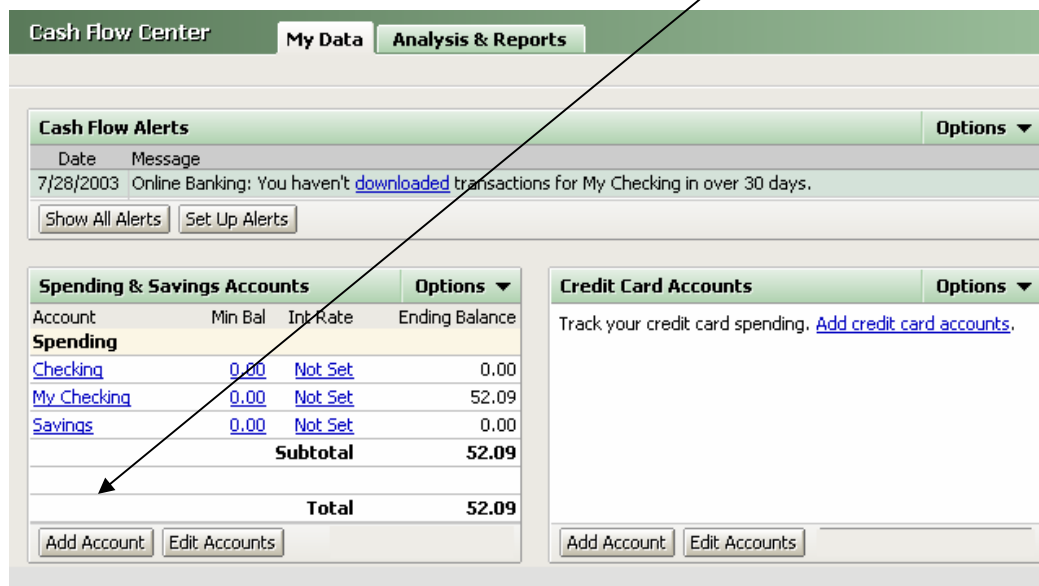
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## Creating a New Quicken Account (Using Express Setup)

**Step 1** From the Account Bar, click Cash Flow Center.



**Step 2** In the Cash Flow Center, click the My Data tab and then click Add Account.



**Step 3** Enter Ent in the financial institution selection dialog and click Next.

**Step 4** Click Next to accept the Online option in this dialog. Note, that you can download any of the account types listed under Download Availability.

**Step 5** The next dialog asks for your Customer ID and PIN, enter this information. If you're unsure about which ID/PIN to use, see the information under "Need a Customer ID and PIN?" to the right in this dialog. Click Next.

**Step 6** Specify a Quicken account name, or use an existing Quicken register if you are presently manually entering transactions. Click Next when you have specified how Quicken should handle each online account.

The screenshot shows the "Quicken Account Setup" dialog box. At the top, it says "Quicken detected the following account(s) at Federal Credit Union. Enter a name for each account you would like to add into Quicken." Below this is a table with two columns: "Federal Credit Union Account" and "Quicken Account Name".

Federal Credit Union Account		Quicken Account Name
<input checked="" type="checkbox"/> Add	Savings, 50009787-01	My Savings
<input checked="" type="checkbox"/> Add	Money Market, 50009787-02	My Money Mar
<input checked="" type="checkbox"/> Add	Checking, 50009787-09	<enter a name>

At the bottom of the dialog are three buttons: "Cancel", "Help", and "Next".

Callout boxes provide additional instructions:

- A box on the left points to the "Add" checkboxes: "To ignore the selected online account, click the **Add** checkbox. Quicken will not download transactions from this online account".
- A box on the right points to the "Quicken Account Name" input fields: "Simply name each account that you'd like to add to Quicken".
- A box on the right points to the "Next" button: "... then click **Next**".

**Step 7** Click Next to create up to 6 account registers and download transactions into Quicken. Repeat this setup process if you hold any additional accounts. Congratulations! For instructions on downloading account information on an on-going basis, see the "Keeping Your Quicken Accounts Up-to-Date" section.

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## Keeping your Quicken Accounts Up-to-Date

**Step 1** To download transactions or send online payments directly from your account register, go to the account via the account bar, and then click Download Transactions located at the bottom of your account register.

**Step 2** Follow the on-screen instructions to complete downloading transactions.



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## Updating Accounts from the Online Center

The Online Center also lets you easily download transactions to or make payments from the accounts that you have activated for online account services.

Easy Access: From the Online menu, select Online Center.

