When enrolling in Online Banking for the first time, the following steps will need to be completed:

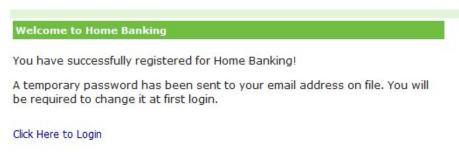
- 1. Go to <a href="www.nspspcu.org">www.nspspcu.org</a> and use the link provided on the Credit Union's web page to log into the NEW Online Banking site. Note: Do not use a previously saved favorite or link to get to the new Online Banking site.
- 2. Select "Click HERE to enroll now" or the "I'M ALREADY A MEMBER! ENROLL ME NOW" bubble.



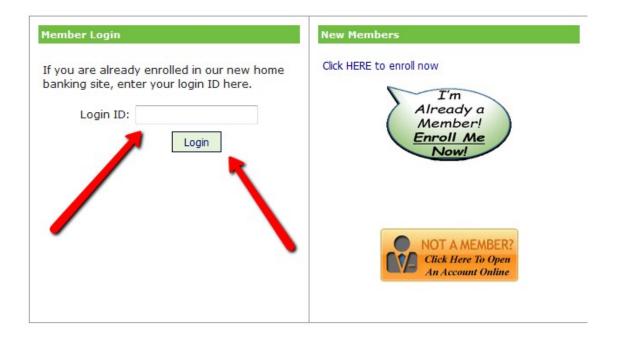
3. Enter your member number, social security number, email address and birth date. Read the disclosure and mark the box to acknowledge that you have read and agree to the terms of the Online Banking disclosure. Then click the box labeled "Sign Up".



4. At this point, a temporary password has been sent to the above entered email (you may have to check your spam/junk folder if you can't find it). Retrieve the temporary password then press "Click Here to Log In".



5. You will be routed back to the main screen. Enter your Login ID (Member Number) and press the "Login" button.



6. You will be prompted to answer a series of <a href="three authentication">three authentication</a> questions and enter a <a href="confidence word">confidence word</a>. Select your authentication questions, answers, and a confidence word. Each of the three drop-down menus contains eight questions and you MUST SELECT AND ANSWER ALL THREE. **Please note that answers to your authentication questions are case sensitive**. Next, choose a confidence word (can be anything you make up). These extra validations will ensure you have connected to the authorized NSP online banking site.

<u>Remember me on this computer:</u> If you mark this box, the site will recognize the computer you are using in the future and you will not be asked authentication questions (mark if you are on a trusted computer).

After all information has been entered, press the "Save" button.

#### Enrollment

Now select your authentication questions, answers, and a confidence word. Each of the three drop-down menus contains eight questions and you MUST SELECT AND ANSWER ALL THREE. Then you must choose a confidence word. These extra validations will ensure you have connected to the authorized online banking site.

AUTHENTICATION QUESTION 1  ANSWER	What is the name of your first pet?  ▼
AUTHENTICATION QUESTION 2	Where did you meet your spouse for the first time? ▼
ANSWER	
AUTHENTICATION QUESTION 3	In what year (YYYY) did you graduate from high school?
ANSWER	
CONFIDENCE WORD	
Remember me on this comput	ter.

7. Your questions and confidence word have now been set. Select "Click Here to Login" to proceed to the login page where you will now see your newly chosen confidence word.

Request Successful. Thank you.

Your confidence word has been set. Please store in a safe place.

Click Here to Login

8. You will now be returned to the login page. Verify your confidence word and enter your temporary Password (the one sent via email) and press "Login".



9. The next step is to select a new password. **Password Requirements:** Password must be a minimum of 9 characters in length, contain at least one upper and lower case letter, at least one number, and at least one special character (!@#\$%).



Your password has been successfully changed. Click here to return to the Home page.

- 10. Once you have chosen your new password, the following screen will be displayed for you to set up **Forgot Password Questions**. You can choose to answer **one or more**.
- 11. Once you have saved your answers, you will be directed to login into your new Online Banking Account!



