

Electronic Funds Transfer (EFT) Redesigned

The Electronic Funds Transfer (EFT) module has been redesigned to offer you a quicker and more streamlined banking experience. With a simplified layout consistent with the Online Banking for Business look and design, you can find what you need easily, securely and in fewer steps.

What's changing on Oct 24, 2011:

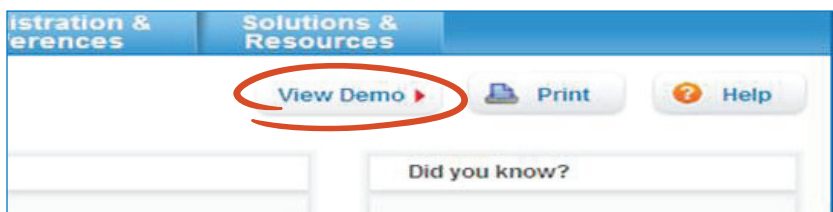
The screenshot shows the BMO Online Banking for Business interface. The left-hand menu is highlighted with a red '1'. A progress indicator at the top of the main content area is highlighted with a red '2'. The 'Add Payment Group' button is highlighted with a red '3'. The 'Enter Details' step in the progress indicator is highlighted with a red '4'.

1. The menu will appear on the left hand side of the screen
2. A new progress indicator will be visible to keep you aware of where you are in the process
3. The buttons and page layout will be consistent with the Online Banking for Business look and design
4. Certain terminology will be changed so that they are more intuitive and easier to understand. For example:

From....	To....
Batch	Payment group
Repair payments	Post delivery
Manage payment	Investigation
Edit	Add/Maintain

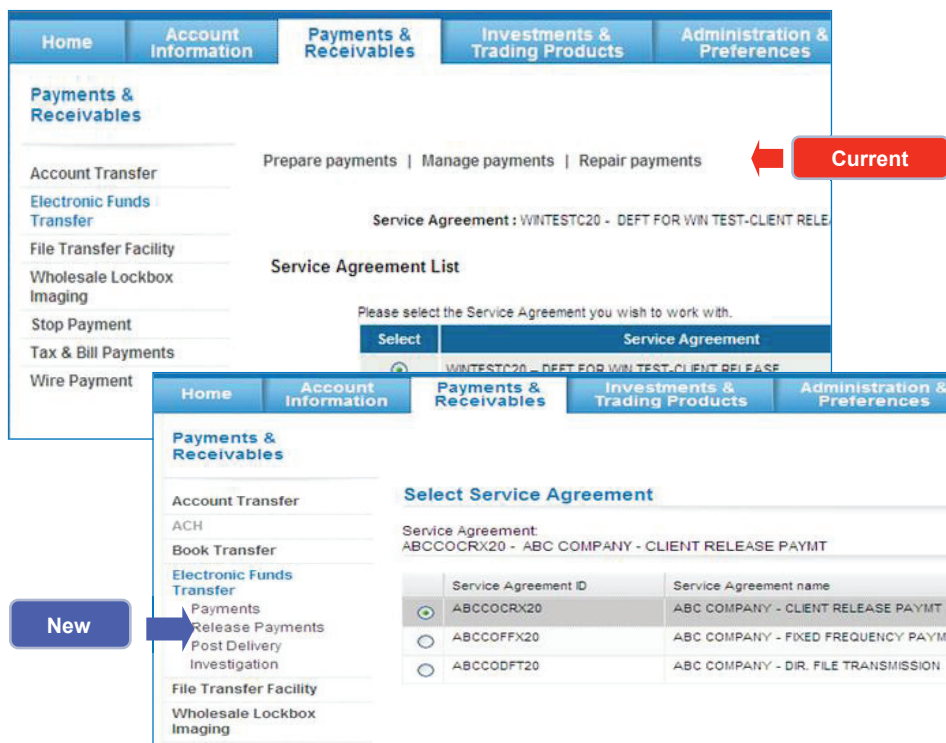
Note: There are no changes to the administration module and existing functionality.

Demo: You can view the demo with the redesigned EFT starting Oct 24, 2011. Demo can be found on the top right hand corner on the Online Banking for Business homepage

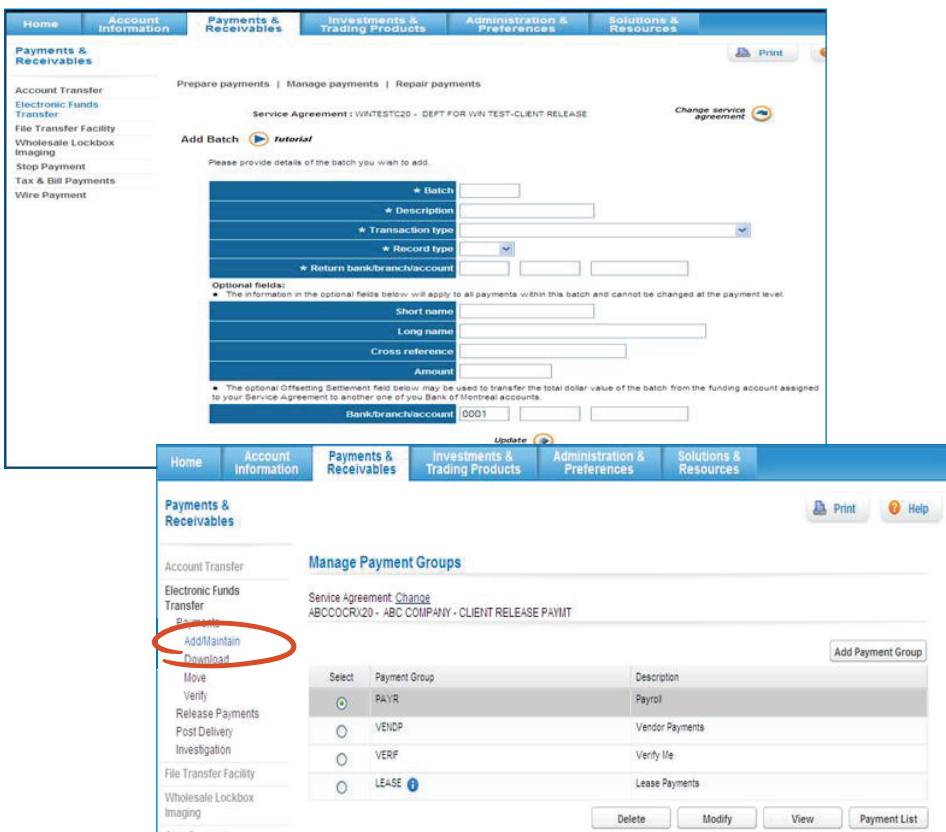


To learn more about how Electronic Funds Transfer can help you and your business, or to register for Online Banking for Business, contact your BMO Bank of Montreal® Representative.

Before and After Guide



Add Payment Group (previously called batch)



1. Menu Structure

Click on **Electronic Funds Transfer** on the side to expand the menu. No more hovering over the sub-menu at the top of the screen

2. Navigation steps for some common tasks

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Prepare payments**
3. Move down to **Edit Batches**
4. Move cursor and click **Add**
5. Create your Batch

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Payments** to expand sub menu
3. Click **Add/Maintain**
4. Click **Add Payment Group**
5. Create your Payment Group

Add New Payment

The first screenshot shows the 'Add Payment - Batch Selection' screen. It features a table with columns 'Select', 'Batch', and 'Description'. The 'Batch' column lists 'HOLD', 'HRLY', 'OFFSET', and 'POLL'. The 'Description' column lists 'MIKE', 'HOURLY EMPL', 'OFFSET TEST', and 'POLL'. A 'Continue' button is visible at the bottom right.

The second screenshot shows the 'Manage Payments' screen. It features a table with columns 'Select', 'Payee/payor name', 'Amount', 'Bank/branch/account', and 'Cross reference'. The table contains one row for 'John Smith' with an amount of '\$3,523.20' and a bank/branch/account of '0003-05572 1111111'. A 'Payroll - ABC' label is visible at the bottom right. A red circle highlights the 'Add new payment' button.

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Prepare payments**
3. Move down and hover over **Edit payments**
4. Move to **Add** and click
5. Select your Batch, press **Continue**
6. Enter the Payment details

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Payments** to expand sub menu
3. Click **Add/Maintain**
4. Select your Payment Group, click **Payment List**
5. Click **Add a New Payment**
6. Enter the Payment details

Verify Payments/Payment Group

The first screenshot shows the 'Verify Changes' screen. It features a table with columns 'Batch' and 'Description'. The table contains one row for 'TEST1' with a description of 'test'. A 'Continue' button is visible at the bottom right.

The second screenshot shows the 'Verify Payments and Payment Group' screen. It features a table with columns 'Accept', 'Reject', 'Skip', 'Details', 'Payee/payor name', 'Amount', 'Bank/branch/account', and 'Cross reference'. The table contains one row for 'Henry Higgins' with an amount of '\$4,500.00' and a bank/branch/account of '0004-55857 11048'. A 'Payroll - ABC' label is visible at the bottom right. A red circle highlights the 'Verify Details' button.

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Prepare payments**
3. Move down to **Verify**
4. Move cursor to **Verify changes** and click
5. Select your Batch, press **Continue**
6. Decision the change and click **Submit**

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Payments** to expand sub menu
3. Click **Verify**
4. Select your Payment Group, click **Next**
5. Decision the change and click **Verify Details**

Change a payment

Home Account Information Payments & Receivables Investments & Trading Products Administration & Preferences Solutions & Resources

Payments & Receivables

Prepare payments | Manage payments | Repair payments

Service Agreement: WNTSTC20 - DEFT FOR WNT-CLIENT RELEASE

Change service agreement

Change Payment - Batch Selection [Tutorial](#)

Find the payment you wish to change by doing one of the following:

- Select the batch which contains the payment or
- To narrow the search, select the batch which contains the payment and enter the payee name in the "Search by Payee Name" field

Select the type of change you wish to do:

Search by payee name (Optional)

Select	Batch	Description
<input type="radio"/>	HRLY	HOURLY EMPL
<input type="radio"/>	POM	POM
<input type="radio"/>	TARGT	TARGET VENDORS
<input type="radio"/>	TEST	TESTING1

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Payments & Receivables

Account Transfer

Electronic Funds Transfer

Payments

Add/Maintain

Release

Move

Verify

Release Payments

Post Delivery

Investigation

File Transfer Facility

Wholesale Lockbox

Imaging

Stop Payment

Tax & Bill Payments

Wire Payment

Manage Payments

Service Agreement: [Change](#)

ABCCOCR20 - ABC COMPANY - CLIENT RELEASE PAYMT

Payment Group: [Change](#)

PAYR - Payroll

Payee/Payor Name:

Search

Add new payment Quick Amount Change

Select	Payee/payor name	Amount	Bank/branch/account	Cross reference
<input type="radio"/>	John Smith	\$3,523.20	0000-55572 1111111	Payroll - ABC

Delete [Modify](#) View

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Prepare payments**
3. Move down to **Edit payments**
4. Move cursor to **Change** and click
5. Select your Batch, press **Detail Change**
6. Select your Payment, click **Continue**
7. Make your change

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Payments** to expand sub menu
3. Click **Add/Maintain**
4. Select your Payment Group, click **Payment List**
5. Select your Payment, click **Modify**
6. Make your change

Release a file

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Payments & Receivables

Prepare payments | Manage payments | Repair payments

Service Agreement: WNTSTC20 - DEFT FOR WNT-CLIENT RELEASE

Change service agreement

Release File for Processing [Tutorial](#)

Please review the information below and click "Release" to release the file.

Assigned File Number: 0030 File status: Authorization pending

Value date	Batch	Description	Number	Amount
03-Aug-2011	HRLY	HOURLY EMPL	1	\$0.02 CR
22-Jul-2011	TARGT	TARGET VENDORS	2	\$0.03 CR
03-Aug-2011	TEST	TESTING1	1	\$0.01 CR

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Payments & Receivables

Account Transfer

Electronic Funds Transfer

Payments

Release Payments

Build

Release File

Post Delivery

Investigation

File Transfer Facility

Wholesale Lockbox

Imaging

Release File

Service Agreement: [Change](#)

ABCCOCR20 - ABC COMPANY - CLIENT RELEASE PAYMT

Assigned File Number: 0001 File status: Authorization pending

Value date	Payment Group	Description	Number	Amount
01-Jan-2001	LEASE	Lease Payments	2	\$8,023.20 DR
Total credits			0	\$0.00
Total debits			2	\$8,023.20

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Prepare payments**
3. Move down to **Release payments**
4. Click on **Release File** button

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Release Payments**
3. Click **Release File**
4. Click **Release File** button

Correct a Payment (after file release)

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Payments & Receivables

Account Transfer
Electronic Funds Transfer
File Transfer Facility
Global
Wholesale Lockbox Imaging
Stop Payment
Tax & Bill Payments
Wire Payment

Prepare Payments | Manage Payments | Repair Payments

Service Agreement: ABCOCORX20 - ABC COMPANY - CLIENT RELEASE PAYMT

Change SIA transit

Correct a Payment - Search

Select the file that contains the payment you wish to correct and then enter one of the search criteria to locate the payment.

File: 0001

Search by one of the following criteria:

Correction key: 000000001

Or

Bank/branch/account:

Value date:

Search

File: 0001 Correction key: 000000001

Select	Payee/payer name	Cross reference	Value date	Amount	Comment
<input type="radio"/>	PAYEE NAME	VCCORRLVL1 002 02	21-Mar-2000	\$1,002.02 CR	

Cancel Delete View Correct

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Repair payments**
3. Move down to **Correction request**
4. Move cursor to **Correct** and click
5. Enter your Search criteria, click **Continue**

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Post Delivery**
3. Click **Correct**
4. Click **Manage**
5. Enter your Search criteria, click **Search**

Download Payments

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Payments & Receivables

Account Transfer
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File Transfer Facility
Global
Wholesale Lockbox Imaging
Stop Payment
Tax & Bill Payments
Wire Payment

Prepare payments | Manage payments | Repair payments

Service Agreement: WINTESTC20 - DEFT FOR WIN TEST-CLIENT RELEASE

Change service agreement

Download Payments - Batch Selection

Please select the batch that contains the payments you wish to download.

☒ CSV (Comma delimited)
☐ Formatted text (Space delimited)

Select	Batch	Description	Number of payments
<input type="checkbox"/>	HRLY	HOURLY EMPL	2
<input type="checkbox"/>	TARGT	TARGET VENDORS	3

Download Payments

Service Agreement: Change ABCOCORX20 - ABC COMPANY - CLIENT RELEASE PAYMT

Select	Payment group	Description	Number of payments
<input type="checkbox"/>	PAYR	Payroll	3
<input checked="" type="checkbox"/>	VENDP	Vendor Payments	4
<input type="checkbox"/>	LEASE	Lease Payments	2

CSV

Current Steps

1. Click **Electronic Funds Transfer**
2. Hover over **Prepare payments**
3. Move down to **Download Payments** and click
4. Select your download format, select your Batch and click **OK**

New Steps

1. Click **Electronic Funds Transfer**
2. Click **Payments**
3. Click **Download**
4. Select the Payment Group and click to download **CSV** or **Formatted Text**

Change service agreement

The screenshot shows the 'Payments & Receivables' section of a web application. A red circle highlights the 'Change service agreement' button, which is located in the top right corner of the main content area. The button is labeled 'Change service agreement' and has a small icon of a document with a pencil.

Current Steps

- Option 1: The Service Agreement List is displayed when clicking on **Electronic Funds Transfer**
- Option 2: Click on **Change service agreement** displayed on top right hand of the page

The screenshot shows the 'Select Service Agreement' page. The 'Service Agreement' dropdown is set to 'ABCCOCR20 - ABC COMPANY - CLIENT RELEASE PAYMT'. Below this, there is a table with three columns: 'Service Agreement ID', 'Service Agreement name', and 'Payment Option'. The first row is selected, showing 'ABCCOCR20' and 'ABC COMPANY - CLIENT RELEASE PAYMT' with the 'Payment Option' of 'Client Release Payments'.

Service Agreement ID	Service Agreement name	Payment Option
ABCCOCR20	ABC COMPANY - CLIENT RELEASE PAYMT	Client Release Payments
ABCCOFFX20	ABC COMPANY - FIXED FREQUENCY PAYMT	Fixed Frequency Payments
ABCCODFT20	ABC COMPANY - DIR. FILE TRANSMISSION	

New Steps

- Option 1: The Service Agreement List is displayed when clicking on **Electronic Funds Transfer**
- Option 2: Click on hyperlink **Change** which is displayed at the top of the page you are working on

The screenshot shows the 'Manage Payment Groups' page. A red circle highlights the 'Change' hyperlink next to the 'Service Agreement' dropdown, which is set to 'ABCCOCR20 - ABC COMPANY - CLIENT RELEASE PAYMT'.

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