

# J.P. Morgan Access<sup>®</sup>—What’s Different?

## Introduction

The Access Home page offers a new look and feel with new ways to navigate to frequent tasks and functions –and provides access to a panel to view, subscribe to and manage notifications.

## Navigation

Navigation is simple and intuitive. Simply select a tab in the header to display a menu dropdown. (Your entitlements and user preferences determine the landing page that displays.)

The screenshot displays the J.P. Morgan Access user interface. At the top, there is a navigation bar with the J.P. Morgan logo, the word 'Access', a search bar, and utility icons for Feedback, Alerts, Support, Sandra, and Log Off. Below this is a secondary navigation bar with tabs for Home, Payments, Liquidity, Checks, Loans, Reports & Statements, Virtual Branch, Administration, and More Services. The main content area is titled 'Cash Position - All Accounts' and includes a 'Current Day' section with a table of account balances. Below this is a 'Reports Inbox' section showing a list of reports with columns for Date and Time, Name, Output, Shared by, and Status. Action buttons like 'VIEW BALANCE AND TRANSACTION REPORT', 'INSIGHT SPREADSHEET', 'DOWNLOAD', 'DELETE', and 'PRINT' are visible.

Account Group	Account Name	Bank ID	Opening Ledger	Current Ledger	Current Available	C
Treasury			15,906,704.27	13,177,054.51	63,527,309.75	U
Payroll			8,628,905.75	6,070,534.54	6,552,213.45	U
Collections			17,130,472.14	16,837,896.50	15,588,965.01	U
Accounts Payable			5,105,077.44	5,014,487.34	5,014,487.34	U
Investments			2,150,100.00	2,135,454.00	2,135,454.00	U
Operations			8,803,023.63	7,745,897.58	7,745,897.58	U

Date and Time	Name	Output	Shared by	Status
28-Apr-20 08:41am	Transaction Details Reports- Lockbox	PDF		Completed
28-Apr-20 08:41am	ACH single Item Excel	Excel		Completed
28-Apr-20 08:41am	Balances and Transactions Report - Detail	SWIFT		Completed
28-Apr-20 06:17am	ACH single Item Online	Online		Completed
28-Apr-20 03:53am	Balances and Transactions Report - Location	PDF		Completed
28-Apr-20 03:53am	Transaction Details Reports - Paper vs Electronic	PDF		Completed
28-Apr-20 03:53am	Transaction Details Reports - Tracking Deposits	PDF		Completed

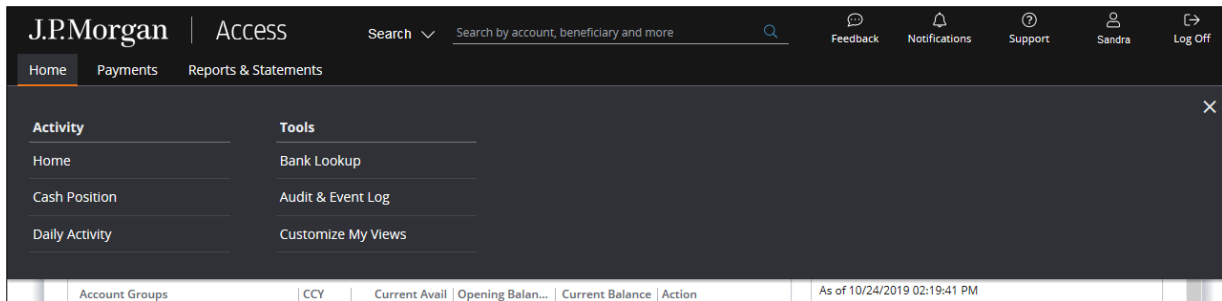
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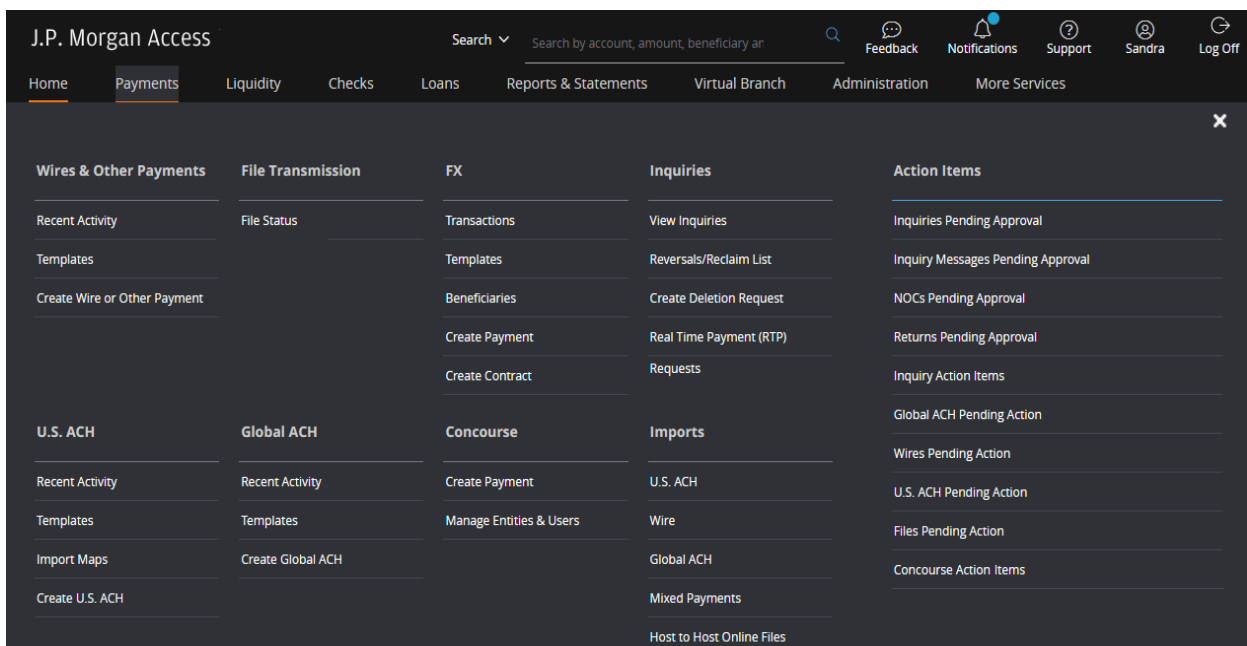
Depending on the product, you can navigate to a specific page within the tab selected, initiate a process, quickly take action on items, or access tools. The tabs in the header and the items within a menu for an individual tab depend on your entitlements.

For example, from the following tabs, you can:

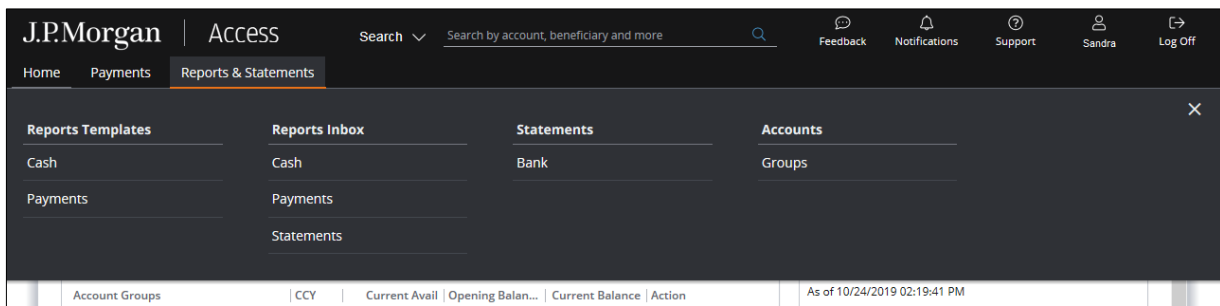
- **Home:** Navigate to the **Cash Position** page, view **Daily Activity** or easily access **Bank Lookup, Audit & Event Log** and **Customize My Views** tools.



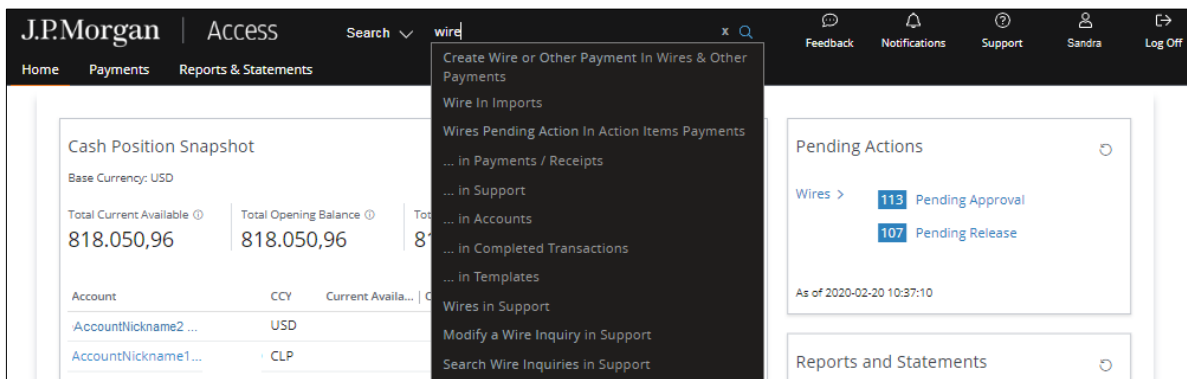
- **Payments:** View recent activity, initiate payments or take action on an item for payment methods you are entitled to (such as Wires & Other Payments, U.S. ACH and FX). You can also navigate to activities and action items for services, such as Global ACH, Host-to-Host Online and Concourse, from the Payments tab. Plus, research inquiries or check the status of imported files.



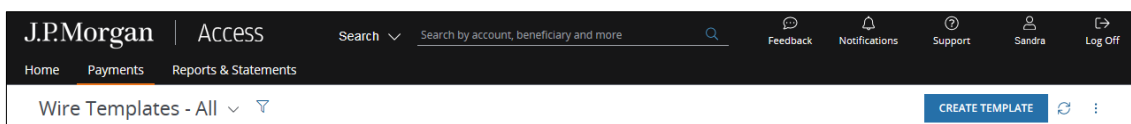
- **Reports & Statements:** View Access report templates, or navigate to your **Reports** or **Statements** inbox and manage accounts.



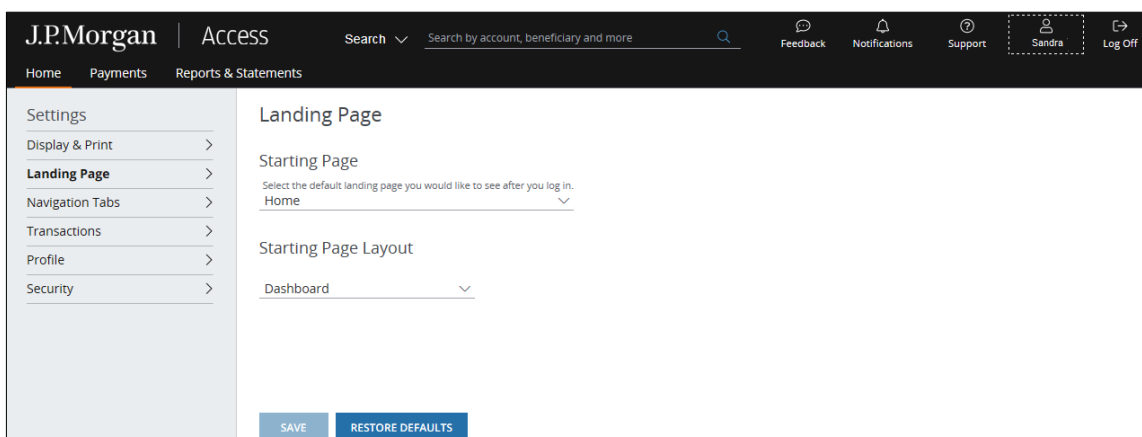
- **Search:** When you know the search term and search area you want, you can perform a targeted search. Simply begin entering the term in the Search tool and a menu will display as you key in characters showing results matching the full search term—along with a list of tabs that contain content related to your search.



- **Create Button:** You can easily create payments and templates using the Create button located on certain list pages.



- **Home Page:** You can select whatever landing page you'd like as your Starting Page whenever you log on. Simply select your User Profile, then **Settings**, and then **Landing Page**. The options available to you from the Starting Page dropdown are based on your entitlements. You can always return to the default or your preferred Home Page by selecting your User Profile.



## Notifications

There are new ways to view, manage and subscribe to notifications (previously known as alerts). Notifications received include those you have subscribed to and those automatically generated by Access, depending on your entitlements. All notifications are delivered by default to the Notifications feed. You can also choose to receive pop-up notifications or have notifications sent to your email address, as well as to your colleagues' addresses.

1. Select the **Notifications** icon. The notification feed will slide in from the right of the page. A blue dot appears on the Notifications icon to let you know when new notifications are received. All broadcast and auto-generated notifications, as well as those notifications to which you have subscribed, will display under the Notifications tab. Broadcast notifications display with a blue background.
2. From the **New** tab, you can subscribe to notifications for products to which you are entitled. You can also set preferences for notifications, including **Mark Notification as Important**, **Enable Pop-Up Notification** (which will display in the lower right of the page), and **Have A Notification Sent To Email** and up to 25 colleagues' email addresses.
3. From the **Manage** tab, you can enable/disable notifications and manage channels and email addresses for receiving notifications. You can choose to receive any notifications by pop-up and/or email—and add, edit or delete email addresses to which notifications are sent.
4. To add a new email address to receive a notification, (a) select the notification from the **Manage** tab, and (b) select **Edit Contacts**. Once the Contact Details panel displays, (c) select **Add New Email** to enter and save the address.

