

We take your online security seriously. Therefore, we are introducing a new security feature called Multi-Factor Authentication (MFA) on our online account access site (NETBRANCH)

What is Multi-Factor Authentication?

Multi-Factor Authentication is a new security feature that works 24/7 to protect your NETBRANCH account, even when you are not online. It helps guard against fraudulent logon attempts like “Phishing” (malicious requests for your personal information) and identity theft.

How does it work?

When you enroll, the system will randomly assign you a secret image, which you can change after you log on to your account. You will also select a phrase that will appear under the image on our NETBRANCH site.

The combination of the image and phrase is only known to you and the system. When you see your personalized image and phrase, you can be assured that you are logging on to our actual NETBRANCH site.

The security system also checks the computer that you are using to access your NETBRANCH account. If the system does not recognize your computer during a future logon attempt, it will take additional steps to verify your identity.



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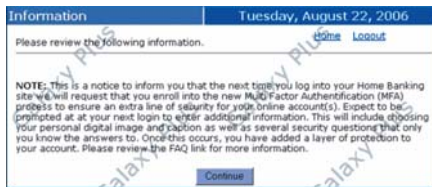


Multi-Factor Authentication

1. Information Screen

The first time you log on to our NETBRANCH site after the new security

feature is activated; you will be notified to enroll at your next logon.



2. Initial Logon

The next time you log on to your NETBRANCH site, the Logon screen will **only** prompt you for your member number:



After entering your member number, the system displays a Password field as follows:



(If you accidentally enter the wrong member number, you can click **Logon as a different user** to reenter the correct ID.)

3. Enrollment

After entering your Password, the **Welcome to the Multi-Factor Authentication Enrollment Process** screen displays:

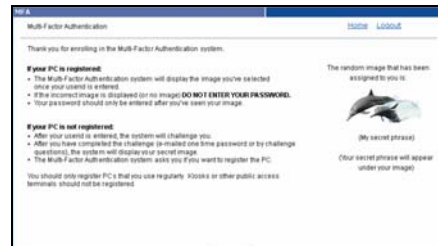


To enroll, complete the following:

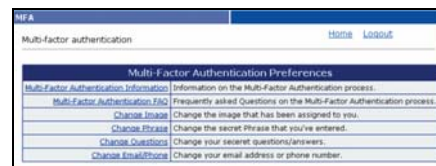
1. Enter a secret phrase that will appear below your NETBRANCH screen.
2. Select at least one question under each of three dropdown lists and provide the answers.
3. Enter your primary e-mail address and phone number.
4. Select whether or not you want to register this PC.

- If you select **Register This PC**, you will not be challenged the next time you log on to your NETBRANCH account from this computer. You can select this option if you are using a personal computer.
- If you select **Don't Register This PC**, the system will take additional steps to verify your identity at the next logon. If you are accessing your account from a public terminal, you will want to select this option.

After completing the fields on the enrollment screen, click **Continue Enrollment**. The following screen displays, informing you that you have enrolled:



Click **Continue**. The Multi-Factor Authentication Preferences screen displays:



If you don't want to make changes to the settings, you can continue using your NETBRANCH account as usual.

4. Preference Settings

You can access the **Multi-Factor Authentication Preferences** screen

from the Profile menu. On this screen, you can change the following items:

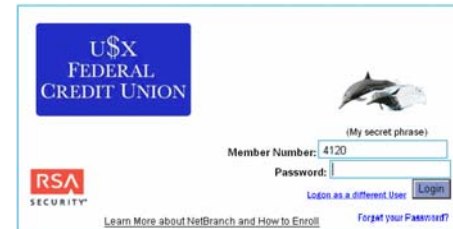
- Secret image
- Secret phrase
- Security questions/answers
- E-mail/phone information

5. Logon after Enrollment

When you subsequently log on to your NETBRANCH account, after you enter your member number, the system will display your secret image and the secret phrase.

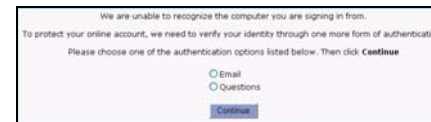
Important!!! NEVER enter your password if you do not see your secret image and phrase.

Please contact your credit union for assistance if you **do not** see your secret image and phrase.



6. Logon from a Different Computer

If you log on from a new or unregistered computer, the system displays the following screen to prevent fraudulent logon attempts. It gives two options of identification validation: **E-mail** or **Questions**:

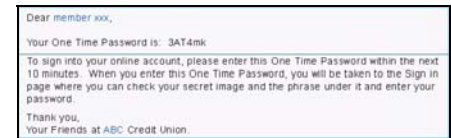


If you select **E-mail**, the following screen displays:

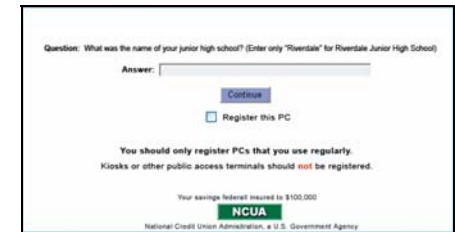


The system sends a One-Time-Password to your primary e-mail

account, which you must enter to log on to your NETBRANCH account.



If you select **Questions**, the system randomly prompts you to answer a security question that you selected during enrollment.



You can also choose to register that computer by selecting the **Register this PC** check box. After you enter the one-time password or answer a question correctly, you will be prompted to log on again.

7. Locked Out

If the system detects any fraudulent logon attempts, your account will be locked out. You will need to contact your credit union for assistance on clearing the lockout.