

# eAlerts

**eAlerts allow you to have an email sent to your inbox or a text message sent to your mobile phone whenever certain events occur in your accounts. You can set up alerts to notify you when:**

- Your account balance falls below a certain amount
- Your account has insufficient funds or is overdrawn
- A large debit card purchase or ATM withdrawal is made from your account
- A specific check has cleared your account
- Your loan payment is due
- Anytime your account is accessed through SCU Online
- An automatic withdrawal or loan payment is made
- And more

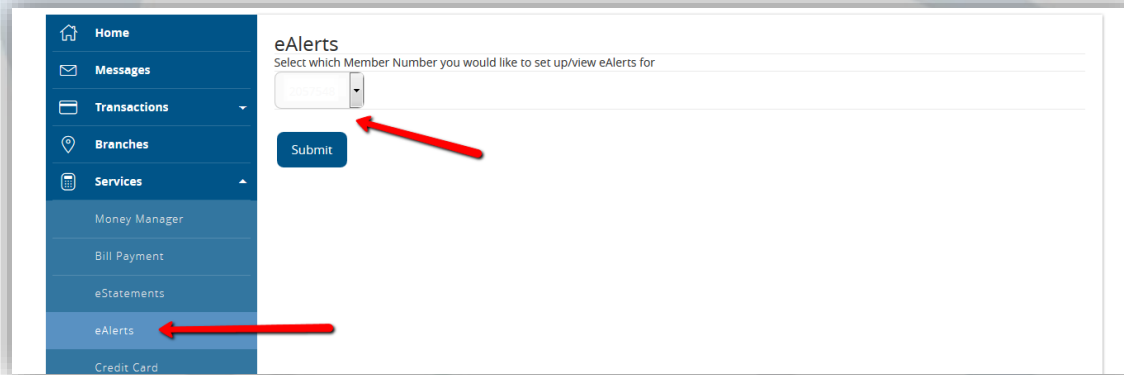
# To Set Up An eAlert

To set up an eAlert on your account, click eAlerts under Services in the Navigation Menu within SCU Online.

The screenshot displays the SCU Online interface. On the left is a dark blue navigation menu with the following items: Home, Messages, Transactions, Branches, Services, Money Manager, Bill Payment, eStatements, eAlerts (highlighted with a red arrow), Credit Card, Address Change, Check Reorder, Calculate Loan Payoff, Help, Settings, and Log Off. The main content area is titled 'eAlerts!' and contains the following text: 'eAlerts Message Notification System provides real-time notification, via email or text, as important account events occur. Choose when to be notified, what information you want contained in the message, provide multiple email addresses and even create multiple eAlerts of the same type.' Below this is a red message: 'You currently have no eAlerts set up. Click the link below to begin.' There are two buttons: 'Add New Alerts' (with a red arrow pointing to it) and 'Delete All Alerts'. Underneath is a section for 'Frequently Asked Questions'. The 'eAlerts Sent:' section includes 'From:' and 'To:' date range pickers (both showing 'mm/dd/yyyy'), an 'eAlert! Type:' dropdown menu (set to 'All eAlerts!'), and a 'Show History' button. Below this is a 'What's this?' link and a note: 'No eAlerts have been sent within this date range. \*Note: Only the last 90 days is available.'

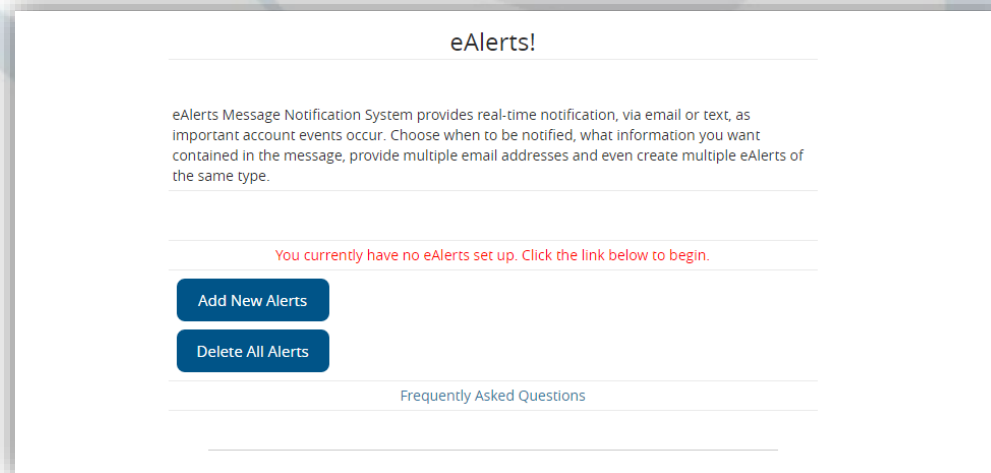
# Step 1 – Choose The Account You Want To Set Up eAlerts For

Choose the account you want to set up eAlerts for from the dropdown menu. Then, click Continue.



The screenshot shows a web interface for setting up eAlerts. On the left is a dark blue sidebar menu with options: Home, Messages, Transactions, Branches, Services, Money Manager, Bill Payment, eStatements, eAlerts (highlighted with a red arrow), and Credit Card. The main content area is titled 'eAlerts' and contains the text 'Select which Member Number you would like to set up/view eAlerts for'. Below this is a dropdown menu with 'Continue' selected and a blue 'Submit' button below it, both indicated by red arrows.

## Step 2 – Click Add New Alerts



The screenshot shows the 'eAlerts!' page. The title is 'eAlerts!'. Below the title is a paragraph of text: 'eAlerts Message Notification System provides real-time notification, via email or text, as important account events occur. Choose when to be notified, what information you want contained in the message, provide multiple email addresses and even create multiple eAlerts of the same type.' Below this is a red message: 'You currently have no eAlerts set up. Click the link below to begin.' Below this are two blue buttons: 'Add New Alerts' and 'Delete All Alerts'. At the bottom, there is a link for 'Frequently Asked Questions'.

# Step 3 – Set your default eAlert settings


To set up your eAlerts you must first set your default eAlert settings. These settings will pre-fill the same form later when setting up all subsequent eAlerts (you can still change everything though).

## eAlerts!

Add eAlerts:

**Please define your default settings for eAlerts.**  
These fields will be pre-filled each time you add a new eAlert.

Type:	Default eAlert Settings
Email Address 1:	<input type="text" value="test@scu.org"/>
<b>Email Address 1 is your account's primary email address</b>	
Email Address 2:	<input type="text"/>
Email Address 3:	<input type="text"/>
Cell Phone Address 1: <a href="#">Help</a>	<input type="text"/>
Cell Phone Address 2: <a href="#">Help</a>	<input type="text"/>
Send eAlerts From: <a href="#">Help</a>	(All Times Central) 12:00 AM ▼
Send eAlerts Until: <a href="#">Help</a>	(All Times Central) 11:59 PM ▼
eAlert Detail Level: <a href="#">Help</a>	Generic - No detail ▼
Please note that all eAlerts sent to cell phones will be automatically shortened. <a href="#">Why?</a>	
Account Nickname: <a href="#">Help</a>	<input type="text"/>

Continue Cancel

# Repeat steps 1 & 2. Then step 4 – Choose eAlert Type From Drop Down Menu

eAlerts!

Add eAlerts:

eAlert Type: Help

Courtesy Pay eAlert

Default eAlert Settings

Low Balance eAlert

Low Available Balance eAlert

Daily Balance eAlert

NSF eAlert

Courtesy Pay eAlert

Overdraw Transfer eAlert

Insufficient Funds eAlert

Courtesy Pay Changed eAlert

Courtesy Pay Added eAlert

Courtesy Pay Revoked eAlert

Direct Deposit Received eAlert

Automatic Withdrawal eAlert

Pending ACH Transaction eAlert

Large Withdrawal eAlert

Draft Withdrawal eAlert

Share Transfer eAlert

Specific Check # Cleared eAlert


Dividend Rate Change eAlert

Interest Rate Change eAlert

# Step 4 – Enter Information To Complete Set Up

After choosing the eAlert Type, you will be prompted to enter information based upon the type of alert. Once you have entered all necessary information, click Continue. Your eAlert is now set up.

To make changes to your eAlerts once you have set them up, click Edit or Delete.

Account ID	eAlert Type	
Account	Default eAlert Settings	 <a href="#">Edit</a> <a href="#">Delete</a>
Share - ALL	Low Balance eAlert - \$1.00	<a href="#">Edit</a> <a href="#">Delete</a>

[Add New Alerts](#)

[Delete All Alerts](#)

[Frequently Asked Questions](#)