

AirTeller Quick Reference



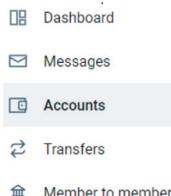
How to Login

Sign in to the new AirTeller at firstedfcu.com

Download the new AirTeller app from your favorite app store.
Just search for AirTeller or First Education.

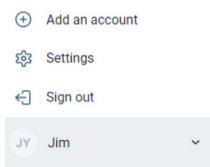
Want to see all your account balances?

Just click on **Accounts** on the left-hand side of the screen.



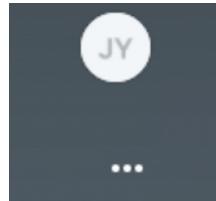
Ready to sign off?

Just click on your name in the lower left-hand corner and then click **Sign out**.



Want to rearrange things on the dashboard?

Click on the **ellipsis** (three dots) under your initials on the upper right-hand corner of the screen.



Hint: The ellipsis always links to a menu.

Want to send us a secure message?

Click on **Plus Sign** icon on the right-hand side of the Messages Card or anywhere you see it.



You can also...

Click on the **Ask about this account** icon or



Click on the **Start a Conversation** button or



Click on the **Question Mark** icon anywhere you see it.



Want to rename a share or loan?

Click on the card for the share or loan you want to change on either the Dashboard or Accounts list and then click the **Settings** icon.

Once in the settings screen, you can rename the account, set whether it shows in AirTeller, set up balance, transaction, and card alerts, and view statements (Documents).



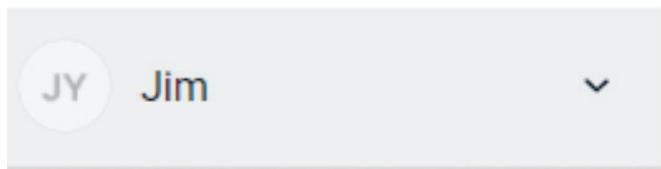
Want to change your address or phone number?

Just click on your name in the lower left-hand corner and then click **Settings**.

Add an account

Settings

Sign out



Want to make a transfer to another First Education member?

Click on the Member to member icon and follow the instructions. You will need the other member's account number and last name of the primary account holder.



Want to lock a card or set up card alerts?

Click on the card you want to manage under Card management and click on Alerts and protection.

Card management

Mary Member
----- 1111 - Active



Card Management Menu

Card services

-  [Alerts and protection](#)
-  [Report lost/stolen](#)
-  [Reorder card](#)
-  [Activate new card](#)

Alerts and Protection: Get alerts on all transactions, transactions over a certain amount, or at certain type of merchants, block foreign transaction, and much more. You control your cards.

Report lost/stolen: Report a card as lost or stolen. If you think you'll find it, lock the card under Alerts and protection, then unlock it when you do.

Reorder a card.

Activate your new card when you get it.

Profile Menu

-  [Add an account](#)
-  [Settings](#)
-  [Sign out](#)

Add an Account: Open a new savings account or apply for a loan.

Settings: Change your address, phone numbers, or password.

Sign out of AirTeller

JY

Jim

Navigation Pane

 Dashboard	Shows a summary of accounts and available actions.
 Messages	Displays the Conversations window where you can view messages and send new messages to us.
 Accounts	Displays all accounts set up for AirTeller.
 Transfers	Make transfers between shares and loans on your account.
 Member to member	Transfer money to another First Education member.
 Payments	Make payments using iPay, our bill payment system.
 Support	Displays information and lets you start a conversation with us.

AirTeller Icons

 Alert preferences	Set up or edit balance, transaction, and card alerts.	 Order checks.	Order checks.
 Ask about this account	Send us a secure message.	 Pay a bill	Make payments using iPay, our bill payment system.
 Documents	View statements.	 Pay a person	Use bill payment to pay anyone with just an email address.
 Loan payoff	Get an estimated payoff on your loan for a future date.	 Settings	Rename account, set whether it shows in AirTeller, set up balance, transaction, and card alerts, and view statements.
 Member to member	Transfer money to another First Education member.	 Stop payments	Set up a stop payment on a draft.
 Message	Send a secure message to us.	 Transfer	Make transfers between shares and loans on your account.



Card Management - Alerts and Protection

Notification settings

Choose which notifications you want and where you receive them.

Manage

Protection options

Notify me on all transactions



- 📍 Locations >
- סכום Merchant types >
- סכום Transaction types >
- סכום Spending limits >

Want to get an alert any time a card is used...

Click on the slider button across from 'Notify me on all transactions'. You can turn this off or on any time you want.

Want to get an alert on just certain types of transactions...

Click on the arrow across from the type of transaction you'd like to get an alert about and then fill in the requested information. You can also block specific transactions using this screen. They can be changed at any time.

Your cards can better your financial future!

Using the Alerts and Protections is a great way to not only prevent or spot fraudulent transactions on your card but also control your spending or help teach others responsible spending habits.

All the card controls can be used on both your First Education credit card and debit card.

To contact us with any questions or concerns, call or text **(307) 432-7400**, email **ms@firstedfcu.com**, or start a conversation in AirTeller.

