

# Updating Your Online and Mobile Banking Information



Follow these simple steps to update your online or mobile banking information.

## Creating Your e-Transfer Profile through Online Banking



### 1. Log into **Online Banking**

- a. Select Branch Name, input Member Number and Personal Access Code (PAC)

Branch Name  
Main

Member Number      Access Code (PAC)

### 2. On the left-hand side select **'Transfers'**



### 3. From the expanded selection that appears, select **'Send Interac® e-Transfer'**

- 4. You will be prompted to create your personal e-Transfer profile
  - a. Enter your name, email address and mobile phone number

### 5. Confirm the information and click **'Create Profile'**

CREATE PROFILE

## Scheduling a Transfer through Online Banking



### 1. Log into **Online Banking**

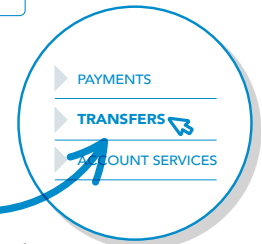
- a. Select Branch Name, input Member Number and Personal Access Code (PAC)

Branch Name  
Main

Member Number      Access Code (PAC)

Login

### 2. On the left-hand side select **'Transfers'**



### 3. Fill in the transfer information

- a. Enter the transfer amount
- b. Select the accounts
- c. Set the date and time for the transfer to be scheduled

Transfer Funds

Add a link to an Account at another Financial Institution

Delete a link

You can transfer funds from one of your accounts to another account within the same membership, to another member's account within WFCU Credit Union, and to or from your accounts at another Canadian financial institution.

Transfer Amount

Transfer From: Select an Account

Transfer To

Memorandum

When to Transfer

Now

On: [ ] [ ]

Every [ ] (Month(s))

CONTINUE | Cancel

### 4. Click **'Confirm'** to schedule the transfer

CONFIRM

Visit [wfcu.ca](http://wfcu.ca) for more information and to see 'How-to' videos.

