

# New Online Banking Guide for Re-Registration and FIRST Time Login

Register Create a User ID and Password.

If this is your first time logging into our NEW online banking system, click "Not Registered."

POPA Reder	ers Professional Associations al Credit Union		Sign in Regist
iign In – Welcome to POI	PA Federal Credit Union		Sign In to CU Online
Username:	Not Registered?	)	Welcome to POPA Federal CU Onli please sign in.
For security reasons, please never share your username, password, social security number, account numbers or other private data.		Enter Username     Enter Password     Answer Security Question     And All Done!	
Sign In Register – Forgot Use	rname? Forgot Password? Forgot Answer	<u>i? Forgot Everything? – Locked?</u>	

#### Step 1 of 6: Enter Information and Accept Terms and Conditions

- Enter your Member/Account Number, Social Security Number, and Birthday.
- Click on the Terms and Conditions.
- Once you have reviewed the Terms and Conditions, Accept by typing in "YES".



#### Step 2 of 6: Send Registration Passcode

Select from the drop down menu how you would like to receive your six-digit verification passcode.

1. By phone: Text me

Your message will come from the number 562.205.8695, stating "Your POPA Security code is ######."

2. By phone: Call Me

The call will state "Your POPA FCU Security Code is ########"

# 3. By Email: Email Me

The email will come from <u>DoNotReply@popafcu.org</u>, and state "Your POPA Federal Credit Union registration code is #######.

	ers Professional Associations earl Credit Union		Sign In Regist
Registration Passcode:	Ion Passcode  - Send Method -	Step 2 of 6	Register for CU Online Before using POPA Federal CU Online you must first sign up. This process wi
	For your security, a registration passcode is required to complete the process. This 6 digit passcode will be sent to your selected phone nu Once you receive this passcode, enter the 6 digits on the next page.	egistration mber or email.	take 3 to 5 minutes and includes the following steps:
NOTES:	<ul> <li>This passcode is valid for 10 minutes.</li> <li>Text message passcodes are only valid for mobile phones.</li> </ul>		Enter Member Information     Setup Username/Password     Setup Security Questions
	Send Passcode Cancel		<ol> <li>Setup Security Phrase/Picture</li> <li>All Done!</li> </ol>
Y If you	ou must complete the entire registration process. do not complete the process, you will need to start over.		For assistance please call:
			<ul> <li>800.369.7672 toll free</li> </ul>

### Step 3 of 6: Confirm Registration Passcode

After you receive your registration passcode please enter it in the box.

OPA Feder	nn Produssional Associations al Credit Union		Sign In Registe
ster – Confirm Regis	ration Passcode	Step 3 of 6	Register for CU Online
Registration Passcode:	For your security, a registration passcode is requ process. This 6 digit passcode will be sent to you Once you receive this passcode, enter the 6 digit	to, uired to complete the registration ar selected phone number or email. ts on the this page.	Before using POPA Federal CU Online you must first sign up. This process will take 3 to 5 minutes and includes the following steps:
NOTEs:	This passcode is valid for 10 minutes.     Text message passcodes are only valid for mo Confirm Passcode Cancel Cancel	ibile phones.	Enter Member Information     Setup Username/Password     Setup Security Questions     Setup Security Phrase/Picture     All Donel
Ye	u must complete the entire registration proces do not complete the process, you will need to star	ss. t over.	For assistance please call:

### Step 4 of 6: Set Up your User Name and Password

You will need to create a new User ID (you will be using this to login instead of your member/account number):

You will be prompted to create a **new User ID** with the following requirements:

- Must be between 6-20 characters long
- Must start with a letter
- Must contain only alpha (letters) or numeric (numbers)
- Must not contain spaces or special characters (!@& etc.)
- Cannot contain dates, your SSN/EIN number, Account Number and cannot be your Password

#### You will need to create a new Password:

- Must be between 10 20 characters long
- Must consist of alpha (letter) and numeric (number) characters (case sensitive)
- Must include at least 1 numeric character and 1 alpha character lower and upper case

• Must include at least 1 special character (!@#\$%^&?=)



# Step 5 of 6: Setup your Security Questions

Enhanced login security replaces your former online banking security questions.

	ers Professional Associations al Credit Union		Sign In Regist		
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Register - Setup your Sec	urity Questions	Step 3 of 4	Register for CU Online		
Account Number:			Before using POPA Federal CU Onlin		
Username:			you must first sign up. This process w take 3 to 5 minutes and includes the following steps:		
Last Name:					
Security Question 1:	- Choose a question		1. Enter Member Information		
Answer:			Setup Osername/Password     Setup Security Questions     Oater Osername/Password		
Security Question 2:	- Choose a question	×	<ol> <li>Setup Security Phrase/Picture</li> <li>All Done!</li> </ol>		
Answer:					
Security Question 3:	- Choose a question		For assistance please call:		
Answer:			<ul> <li>SUU.309.7072 foll free</li> <li>8:30am – 4:30pm, Monday - Friday F</li> </ul>		
Notes:	Challenge Answers are not case sensitive				
(	Next		All access is secure and monitored Accessing from – 74.212.210.26		

#### Step 6 of 6: Setup your Security Phrase and Image

Select a Security Phrase and Image that you will recognize when signing onto Online Banking. Both the phrase and image will appear each time you log in. If when logging in you do NOT see these images, it is a sign that you are NOT on POPA's online banking page, and you should NOT login.



Welcome to your new POPA Online Banking!