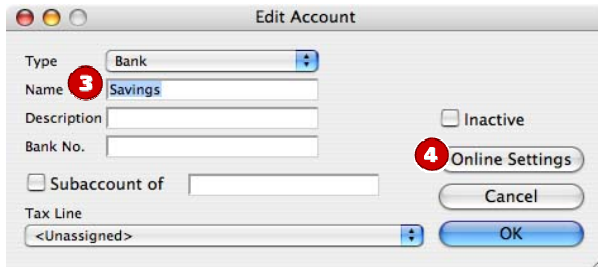
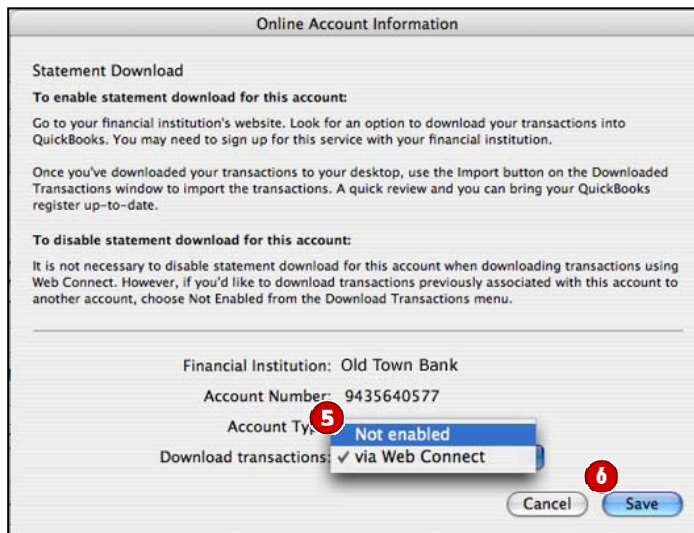


DISABLE YOUR ACCOUNTS in QuickBooks MAC 2006-2007

1. Choose **Lists** menu → **Chart of Accounts**.
2. Select the account to disable in the Chart of Accounts list, and choose **Edit** menu → **Edit Accounts**.



3. **EDIT** any account information that is changing.
4. Click the **Online Settings** button.



5. Select **Not enabled** from the **Download transactions** drop-down list.
6. Click **Save**.

Repeat steps **2** through **6** for each account from which you download transactions.

RE-ENABLE YOUR ACCOUNTS

1. Re-enabling your account is as easy as downloading from the Web site. Anytime after the conversion, log in to the Internet Banking Web site and download and save your Web Connect file (.QBO file extension) to your Mac.
2. To download your .QBO file Login to Internet Banking.

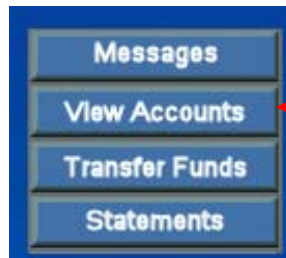
Download to
QuickBooks

Internet Banking Login



The screenshot shows the login page for 1st National Bank of El Dorado. It features the bank's logo at the top, followed by the text "Internet Banking". Below this are two input fields: "User ID:" and "Password:". A "Login" button is positioned below the password field. At the bottom, there is a link that says "Click here if you have forgotten your password."

3. From the main menu select "View Accounts"



4. From the Account Information Screen click the "Download" button to the far right of the account you want to download.

Account Information

Deposit Accounts

Account Name	Account Number	Ledger Balance	Collected Balance	Available Balance	Options			
Main		\$ 10,572.03	\$ 10,572.03	\$ 10,457.73	Details	Transfer	Statement	Download
FREE CHECKING		\$ 751.47	\$ 751.47	\$ 751.47	Details	Transfer	Statement	Download
Totals		\$ 11,323.50	\$ 11,323.50	\$ 11,209.20				

For more information on an account select from the above options.

Member **FDIC**

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Member **FDIC**

LENDER

- On the Transaction Download screen, enter the appropriate query start date and end date. Also select the file type, Quicken/QuickBooks, from the dropdown box. Then click the “Submit” button.

Important: To avoid the possibility of creating duplicate records when downloading into QuickBooks, select a query start date that does not include records previously downloaded.

Transaction Download

CLUB CHECKING

Account Number as of 09/09/2008

Download Query Options

Download Transactions	Mark as Downloaded	File Format	Query Start	Query End	Submit
<input checked="" type="checkbox"/> In a range of dates <input type="checkbox"/> Not previously downloaded	<input type="checkbox"/>	Quicken®/Quickbooks® Comma Delimited Quicken®/Quickbooks® Microsoft Money® Legacy QIF Legacy QIF 2	08/19/2008	09/10/2008	Submit

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Start Date

End Date

File Format

- From the next “Transaction Download” screen **RIGHT CLICK** on QuickBooks. Then do a “SAVE AS” and save the .QBO file in the appropriate directory on your Mac.

Transaction Download

Account Number as of 09/09/2008

File Created for download

Download Transactions	Mark as Downloaded	File Format	Query Start	Query End	Download
<input checked="" type="checkbox"/> In a range of dates	<input type="checkbox"/> Left Unmarked	Quicken®/Quickbooks®	01/01/2005	09/10/2008	Quicken® Quickbooks®

To download a file right click the Download link and select save as from the menu.

Member FDIC

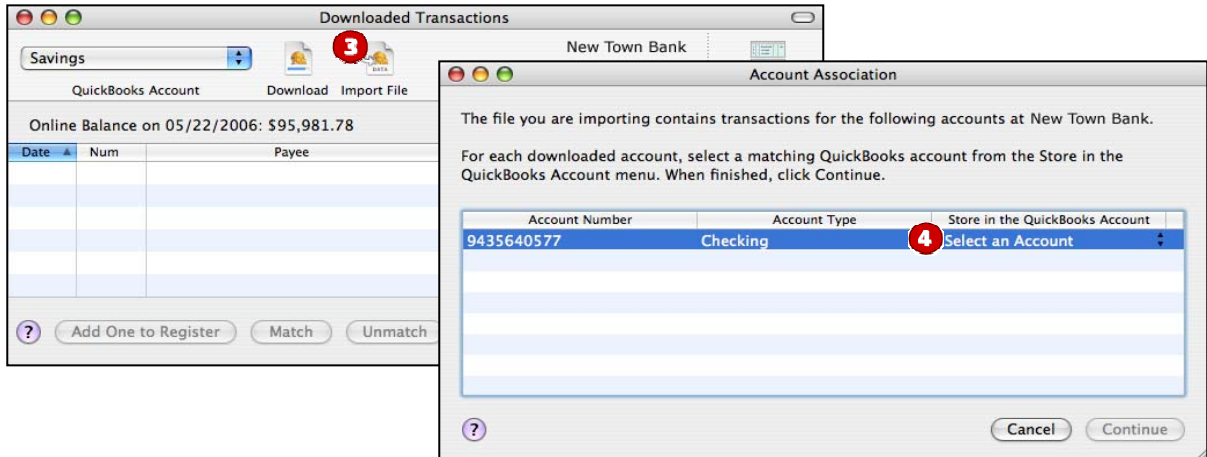
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Select Quickbooks

In QuickBooks, choose **Banking** menu → **Downloaded Transactions**.

Click **OK** if any informational prompts display.

7. In the Downloaded Transactions dialog, click **Import File** to import the account information contained in the Web Connect file that you saved. Select the Web Connect file, and click **Open**.



8. The Account Association dialog displays during setup only. Click **Select an Account** to choose to map the online account to an existing account register. Then click **Continue**.
 9. Click **OK** to any informational prompts.
- Repeat steps **1** through **9** for each account that you previously disabled.
10. Verify that all transactions downloaded successfully into your account registers.

THANK YOU FOR MAKING THESE IMPORTANT CHANGES!