



BANKOH BUSINESS CONNECTIONS

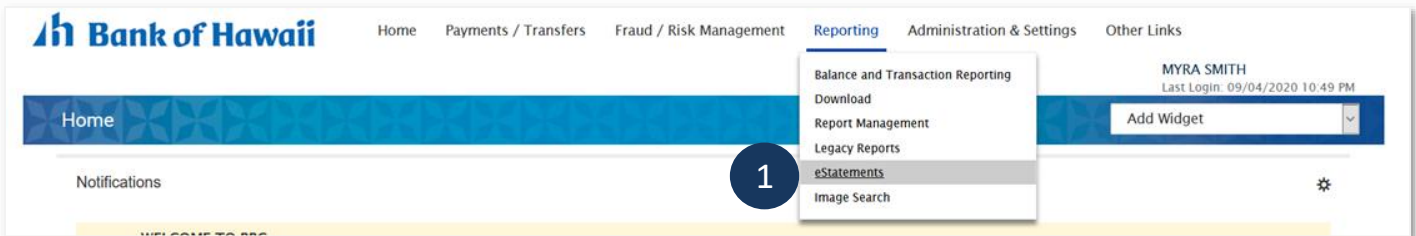
QUICK REFERENCE GUIDE

eStatements and Image Search

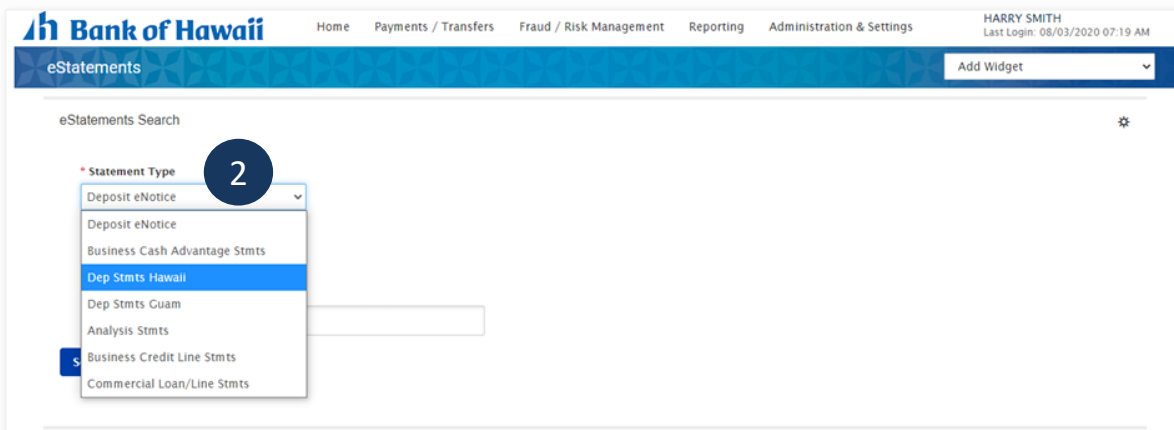
Search and Download

The eStatements search feature lets you search for specific eStatements based on statement type and date.

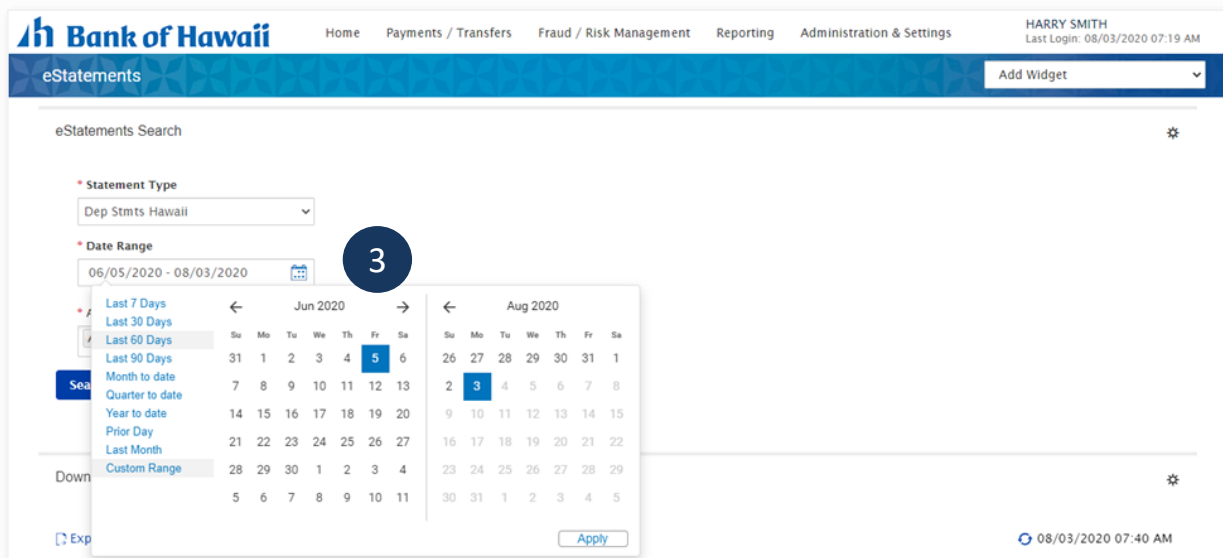
1. From Reporting, select eStatements.



2. **Statement Type** – Statement Type selections will be based on User permissions. For example, to view your Statement of Account (Hawaii), select “Dep Stmts Hawaii”.



3. **Date Range** – Click on the calendar icon in the **Date Range** field, make a selection and click **Apply**.

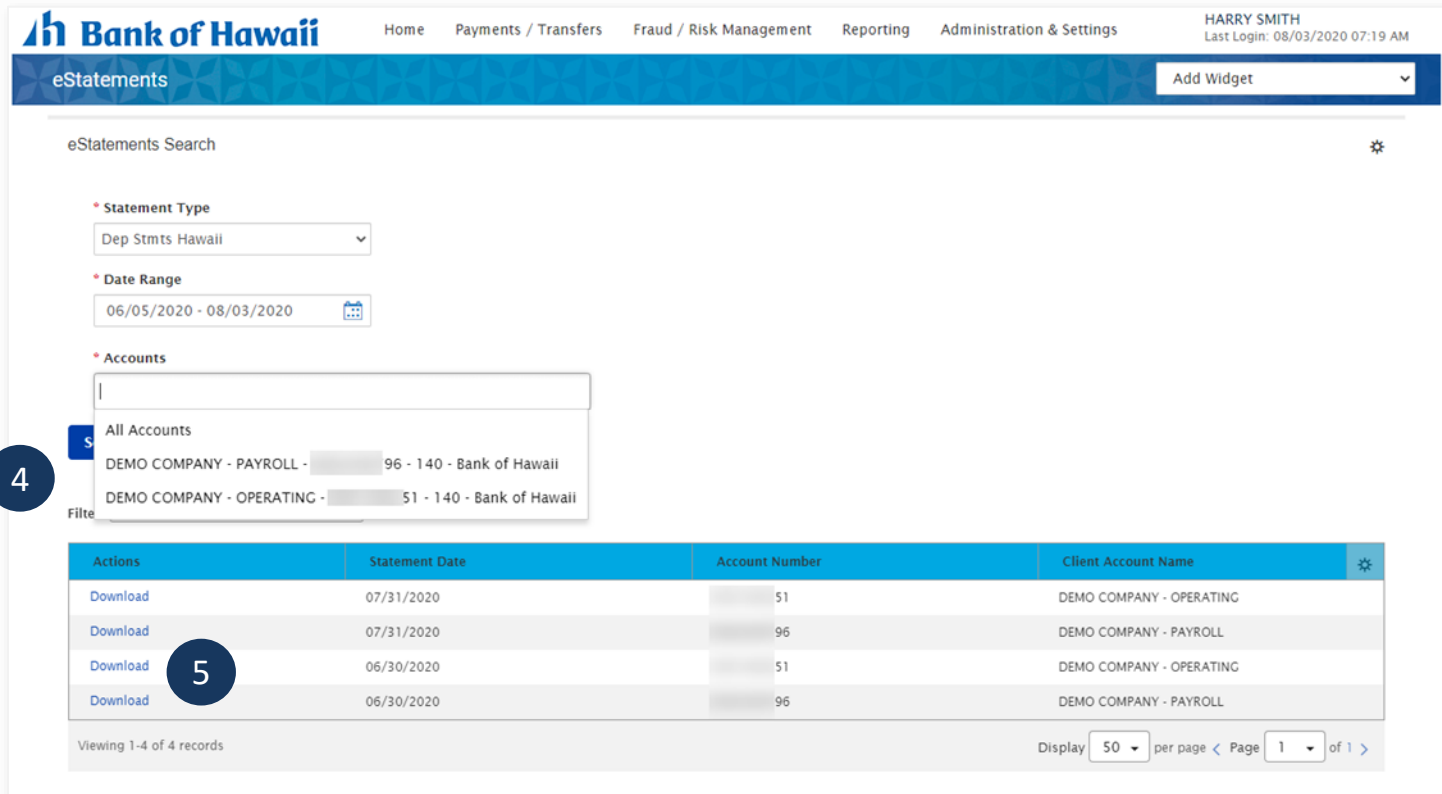


eStatements and Image Search

Bankoh Business Connections (BBC)

 Bank of Hawaii

4. Select account and click **Search**. Results will populate in a table list below.



eStatements Search

* Statement Type
Dep Stmts Hawaii

* Date Range
06/05/2020 - 08/03/2020

* Accounts

- All Accounts
- DEMO COMPANY - PAYROLL - 96 - 140 - Bank of Hawaii
- DEMO COMPANY - OPERATING - 51 - 140 - Bank of Hawaii

Actions	Statement Date	Account Number	Client Account Name
Download	07/31/2020	51	DEMO COMPANY - OPERATING
Download	07/31/2020	96	DEMO COMPANY - PAYROLL
Download	06/30/2020	51	DEMO COMPANY - OPERATING
Download	06/30/2020	96	DEMO COMPANY - PAYROLL

Viewing 1-4 of 4 records

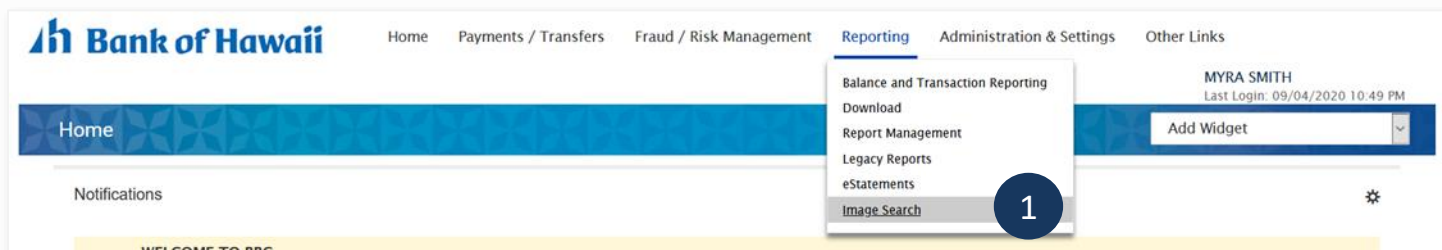
Display 50 per page Page 1 of 1

5. To download an eStatement, select **Download** in the **Actions** column.

Search by Image

To search and view for Images, such as checks or deposit tickets, associated with certain transactions:

1. From **Reporting**, select **Image Search**.



Home Payments / Transfers Fraud / Risk Management Reporting Administration & Settings Other Links

Home

Notifications

WELCOME TO BBC

Balance and Transaction Reporting
Download
Report Management
Legacy Reports
eStatements
Image Search

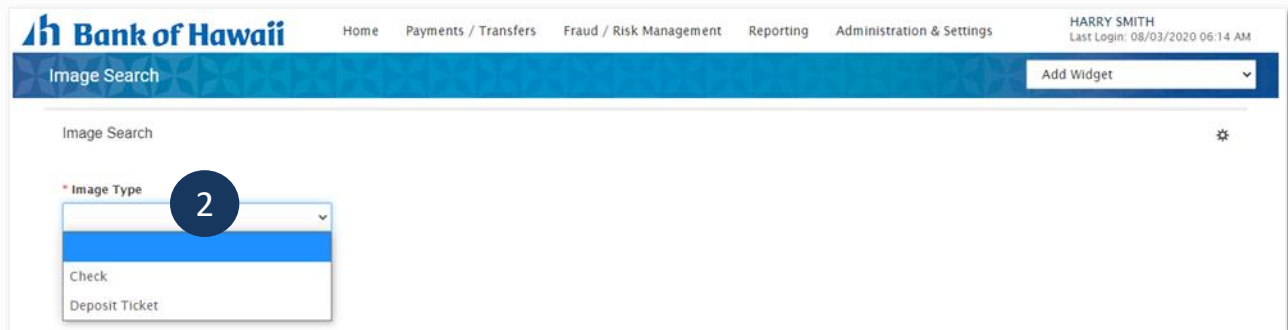
MYRA SMITH
Last Login: 09/04/2020 10:49 PM

Add Widget

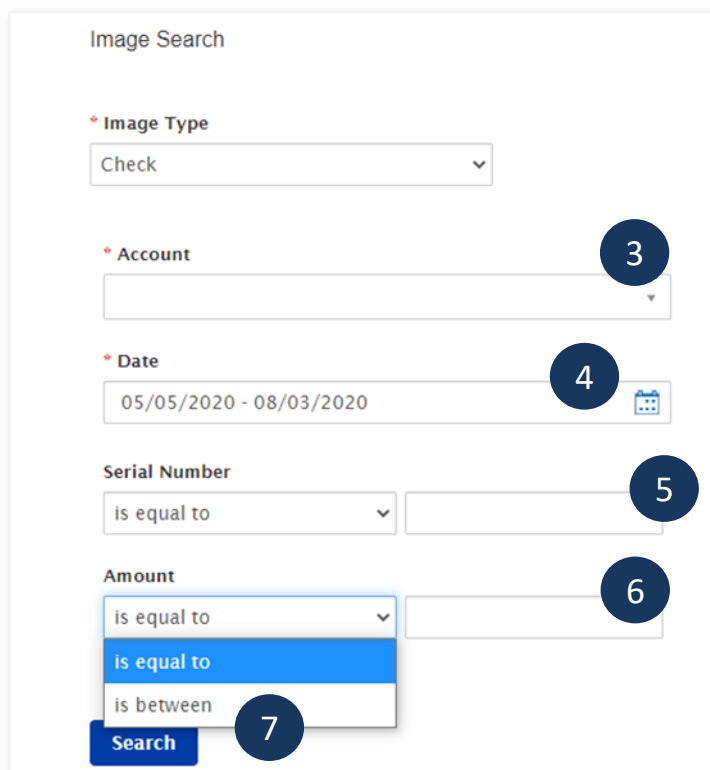
2. **Image Type** - From the **Image Type** field, select **Check** or **Deposit Ticket**.

eStatements and Image Search

Bankoh Business Connections (BBC)



3. **Account** – Select an account from the dropdown menu.
4. **Date** – Click on the calendar icon, make a selection and click Apply.
5. **Serial Number** – Leave blank or apply a filter.
6. **Amount** – Leave blank or apply a filter.
7. Click **Search**. Results will populate a table list below the search parameters.



9. Switch to select the back or front by selecting the image thumbnail (**Image Number #1** vs **Image Number #2**).
10. The image control icons below the image allow the User to manipulate, download or print the image.

eStatements and Image Search

Bankoh Business Connections (BBC)



- **Invert Color** (white changes to black and vice versa)
- **Rotate Right**
- **Zoom In**
- **Zoom Out**
- **Save** to download and save the image
- **Print**

Date
07/27/2020

Check Number

Account Number

Amount

Image Number # 1

Image Number # 2

9

10

Close

THE ORIGINAL DOCUMENT HAS A REFLECTIVE WATERMARK ON THE BACK. SECURITY FEATURES INCLUDED DETAILS ON THE BACK.

Bank of Hawaii
Main Office
P.O. Box 2900
Honolulu, HI 96846
59-102/1213

VOID AFTER 6 MONTHS

PAY: _____

DATE _____ AMOUNT _____

TO THE ORDER OF: _____

Search by Transaction

To search and view for images by transactions:

1. From **Account Summary**, click on an account number.

Account Summary

All Accounts Account Groups Custom Reporting Transaction Search

Refresh Balances 08/03/2020 07:32 AM

Deposit Accounts
* The totals shown reflect the subset of items displayed in the current view.

Opening Ledger Current Available

Filter Select fields All Accounts

Account Number	Account Name	Opening Available	Relationship Balance	Current Ledger	Balances As Of	Account Type
51	DEMO COMPANY - OPERATING				08/01/2020 00:50:56	Demand Deposit
96	DEMO COMPANY - PAYROLL				08/01/2020 00:50:56	Demand Deposit
37	DEMO ACCOUNT ONE				07/30/2020 20:57:25	Demand Deposit
21	DEMO ACCOUNT TWO				07/30/2020 20:57:25	Demand Deposit
22	DEMO ACCOUNT THREE				07/30/2020 20:57:25	Demand Deposit
23	DEMO ACCOUNT FOUR				07/30/2020 20:57:25	Demand Deposit
24	DEMO ACCOUNT FIVE				07/30/2020 20:57:25	Demand Deposit

Viewing 1-7 of 7 records Display 50 per page Page 1 of 1

2. On the Transaction Details page, click on an icon to view the image.

Export Print

Refresh Transactions

Filter Select fields Last 7 Days

Account Number	BAI Code	Post Date	Transaction Description	Status	Debit/Credit	Serial Number	Image	Amo
0002397587	174	05/15/2017	OTHER DEPOSITS	Cleared	Credit			793.00
0002397587	174	05/12/2017	OTHER DEPOSITS	Cleared	Credit			425.00
0002397587	173	05/10/2017	BANK - PREPARED DEPOSIT	Cleared	Credit			1,053.00

Viewing 1-3 of 42 records Display 3 per page Page 1 of 14

Cancel

3. Switch to select the back or front by selecting the image thumbnail (**Image Number #1** vs

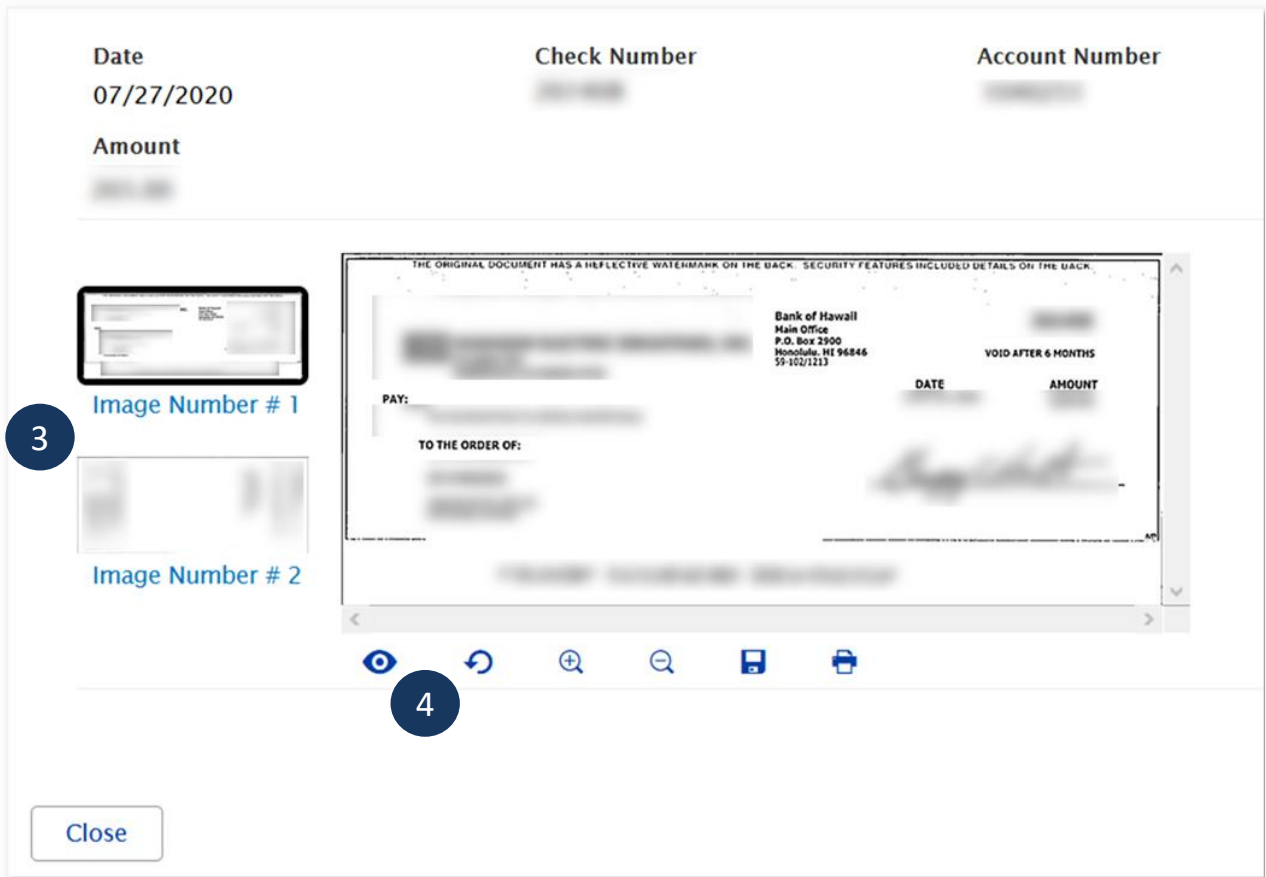
eStatements and Image Search

Bankoh Business Connections (BBC)



Image Number #2).

4. The image control icons below the image allow the User to manipulate, download or print the image.
 - **Invert Color** (white changes to black and vice versa)
 - **Rotate Right**
 - **Zoom In**
 - **Zoom Out**
 - **Save** to download and save the image
 - **Print**



FAQ - Frequently asked questions

Q: *Why does my search query return with the result “There is no content”??*

A: We suggest you broaden your search criteria. For example, instead of searching by a specific serial number and a specific date, just search by a serial number, or search by a range of serial numbers, or by a date range.

Contact information

For more information, contact Cash Management Services at the following:

Hawaii: (808) 694-8021

Toll-free: (877) 232-0118

Guam: (671) 479-3629 or (671) 479-3633

Email: cmsrequest@boh.com