



A
Winning
HAND:

U.S. Bank Access[®] Online
The User Experience – Air Force

Moderated by Dave Williams
Panelists: Michelle Moriarty, David
Langenberger and Mark Romero

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Panel

- Michelle Moriarty, Product Manager, Access Online
- David Langenberger, Technology Solutions Manager
- Mark Romero, Technology Solutions Manager



Agenda

- Recent Access Online enhancements
- Upcoming enhancements
- Questions / open discussion



2010 / 2011 Releases

- July 2010
- December 2010
- February 2011
- May 2011
- August 2011
- November 2011 (targeted)



New Functionality for 2010-2011

- Expanded limits
- Online mass maintenance
- Reporting
 - System user list with account details report
- Usability enhancements



Expanded Limits

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Expanded Limits

- Account setup offering provides the ability to set authorization limits and to bill in excess of \$9.9 million in a single cycle
- This eliminates the need for multiple managing accounts to manage higher limits/balances



Online Mass Account Maintenance

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Online Mass Maintenance (OMM)

Ability to make a common change to multiple managing and cardholder accounts via processing hierarchy or individual account selection.

- **Available for managing accounts**

- Demographics
- Account information
- Default accounting code
- Authorization limits
- Extract information

- **Available for cardholder accounts**

- Demographics
- Account information
- Default accounting code
- Authorization limits
- Fleet information



Online Mass Maintenance (OMM)

U.S. Bank Access® Online Account Admin Test 3058
Our Payment Products Logout

usbank Account Administration

Active Work Queue
Account Administration
▪ Cardholder Accounts
▪ Managing Accounts
Data Exchange
My Personal Information

Home
Contact Us

Cardholder Accounts

- Maintain Cardholder Account
Update demographic information, account information (change account status), accounting codes and authorization limits on a cardholder account.
- Maintain Multiple Cardholder Accounts
Update demographic information, account information, accounting codes, and authorization limits on multiple cardholder accounts by:
[Selecting Hierarchy Position](#)
[Selecting Individual Accounts](#)

Managing Accounts

- Maintain Managing Account
Update demographic information, account information (change account status), extract information, accounting codes and authorization limits on a managing account.
- Maintain Multiple Managing Accounts
Update demographic information, account information, accounting codes, and authorization limits on multiple managing accounts by:
[Selecting Hierarchy Position](#)
[Selecting Individual Accounts](#)

Active Work Queue
View the tasks to be completed and the progress of the account setup in the Active Work Queue.

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Springboard For Multiple Account Maintenance



OMM Search By Hierarchy

U.S. Bank Access® Online Account Admin Test 3058
Our Payment Products Logout

usbank. **Maintain Multiple Cardholder Accounts**
Hierarchy Position Selection

Active Work Queue
Account Administration
▪ Cardholder Accounts
▪ Managing Accounts
Data Exchange
My Personal Information

Home
Contact Us

Maintain multiple accounts by selecting one or more hierarchy positions.

*= required

Product:
Purchasing, "3058"

Account Status:
Hold down the Ctrl key to make multiple selections.

All
Open
Closed

Display Accounts per page.

Records 1 - 4 of 4

Processing Hierarchy Position(s): [Edit](#)

| Bank | Agent | Company | Division | Department |
|------|-------|---------|----------|------------|
| 3058 | 0060 | 10017 | | |
| 3058 | 0060 | 10023 | | |
| 3058 | 0060 | 10032 | | |
| 3058 | 0060 | 10056 | | |

Records 1 - 4 of 4

[Continue](#) [Reset All](#)

[<< Back to Summary and Tasks](#)

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OMM Individual Account Search

usbank Maintain Multiple Cardholder Accounts
Search & Select

Search Results Selected Accounts

Select accounts to maintain using the search criteria below. View the list of accounts that will be included in the maintenance request on the Selected Accounts tab.

* = required

Product:
Purchasing, "3058"

Account Status:
Hold down the Ctrl key to make multiple selections

All
Open
Closed

To limit the results from the default of "all," enter a value or search.

Processing Hierarchy Position(s): [Edit](#)

| Bank | Agent | Company | Division | Department |
|------|-------|---------|----------|------------|
| 3058 | 0060 | 10017 | | |
| 3058 | 0060 | 10023 | | |
| 3058 | 0060 | 10032 | | |

Reporting Hierarchy Position
Bank: Level 1: Level 2: Level 3: Level 4: Level 5: Level 6: Level 7:
3058 [Search for Position or Add Multiple](#)

Account Number(s):*
If selected, at least one account is required. Separate multiple accounts by comma and no spaces.
 [Search for Accounts](#)

Accounting Validation Control Name (AVC):*
 [Search for Accounting Validation Control \(AVC\)](#)

Display Accounts per page.

Search

Records 1 - 25 of 352
Page: [1](#) | [2](#) | [3](#) | [4](#) | [5](#) | [6](#) | [7](#) | [8](#) | [9](#) | [10](#) | [11](#) | [12](#) | [13](#) | [14](#) | [15](#)

Search Results

| Add | Account Number | Name | Bank | Agent | Company | Account Status | AVC Name |
|--------------------------|------------------|-----------------------|------|-------|---------|----------------|---------------|
| <input type="checkbox"/> | 4716300007290928 | MICHAEL BLATEST | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |
| <input type="checkbox"/> | 4716300007237026 | T. NICK TIMTEST CHARP | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |

Two Tab Set For Search & Select and Selected Accounts



OMM Individual Account Select

U.S. Bank Access® Online Account Admin Test 3058
Our Payment Products Logout

usbank **Maintain Multiple Cardholder Accounts**
Search & Select

Active Work Queue
Account Administration
▪ Cardholder Accounts
▪ Managing Accounts
Data Exchange
My Personal Information

Home
Contact Us

Search Results Selected Accounts

Display Accounts per page.

Return to the Search Results tab to add more accounts.

Records 1 - 6 of 6

Selected Accounts

| Remove | Account Number | Name | Bank | Agent | Company | Account Status | AVC Name |
|--------------------------|------------------|---------------------|------|-------|---------|----------------|---------------|
| <input type="checkbox"/> | 4716300007377212 | TEST CARDHOLDER3 | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |
| <input type="checkbox"/> | 4716300007396626 | 2009 TIMTESTING | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |
| <input type="checkbox"/> | 4716300007396675 | TESTKATHY TESTKATHY | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |
| <input type="checkbox"/> | 4716300007396758 | 2009 TIMTEST | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |
| <input type="checkbox"/> | 4716300007399489 | 2009 TIMTEST | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |
| <input type="checkbox"/> | 4716300007399604 | ETHCHSETUPB TEST | 3058 | 60 | 10017 | ""-Open | RMPCITESTCAVC |

[Check All Shown](#) [Uncheck All Shown](#)

Records 1 - 6 of 6

Continue **Remove Selected Accounts**

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OMM Maintain Demographics

usbank

Maintain Multiple Cardholder Accounts

Maintain Demographics

Select fields you wish to maintain. Greyed out fields will not be affected.

* = required

Product: Purchasing **Bank:** 3058

Identification No.: [Greyed out]

Tax Exempt No.: [12345678901234567890]

Optional 1: [Greyed out]

Third Line of Embossing: [Greyed out]

Address 1:* [Greyed out]

Address 2: [Greyed out]

City:* [Greyed out]

State/Province:* [Greyed out]

Zip/Postal Code:* [Greyed out]

Country:* [Greyed out]

Work Phone:* [Greyed out]

Home Phone: [Greyed out]

Fax: [Greyed out]

Email Address: [Greyed out]

Demographics Comments:

Updating multiple cardholder accounts through Online Mass Maintenance

**Check Boxes
Enable the Fields**



OMM Confirmation

usbank **Are You Sure?**

Active Work Queue
Account Administration
▪ Cardholder Accounts
▪ Managing Accounts
Data Exchange
My Personal Information

Home
Contact Us

The highlighted fields will be changed. Blank fields with a red **X** will be changed to blank.

Product: Purchasing **Bank:** 3058
Agent:

Identification No.:

Tax Exempt No.: 12345678901234567890

Optional 1:

Third Line of Embossing:

Address 1:

Address 2:

City:

State/Province:

Zip/Postal Code:

Country:

Work Phone:

Home Phone:

FAX:

Email Address:

Demographic Comments:
Updating multiple cardholder accounts through Online Mass Maintenance

X Removed

Do you still wish to change the selected accounts?

Yes, Send Request **No**



OMM Request Status Queue



Request Status Queue Account Requests

- [Request Status Queue](#)
- [Active Work Queue](#)
- [Support Active Work Queue](#)
- [Account Administration](#)
- [Data Exchange](#)
- [My Personal Information](#)

[Home](#)
[Contact Us](#)

[Maintain Cardholder Account](#)
[Maintain Managing Account](#)

Select a request to view the details.

Records 1 - 25 of 177
Page: [1](#) | [2](#) | [3](#) | [4](#) | [5](#) | [6](#) | [7](#) | [8](#)

**New "Request Type" Of
Mass Acct Maintenance**

[Refresh List](#)

| Delete Request | Request Status <small>(View Details)</small> | Account Number | Request Type | Start Date | Account Name | Last Update | Update Method |
|----------------|---|----------------------------------|---|-------------|---------------------------|-------------|-------------------------|
| | Processing - Acct Info | # of Accounts 25 | MASS ACCOUNT MAINTENANCE CH ACCT INFO | 12/15 14:53 | | 12/15 14:57 | Online Mass Maintenance |
| | Pending - Final Review | *****5204 | CARDHOLDER DEMOGRAPHIC MAINTENANCE | 12/15 13:45 | AACSITEST2009 ,TIM T | 12/15 13:45 | Online |
| | Maint CH Account Complete | *****2826 | CARDHOLDER AUTHLIMITS MAINTENANCE | 12/15 13:17 | TESTCYCLE ,TEST99 | 12/15 13:19 | Online |
| | Data Entry - Demographics | | CARDHOLDER SETUP | 12/15 11:59 | TEST ,TEST | 12/15 12:00 | Online |
| | Pending - Final Review, MA | | MANAGING ACCOUNT SETUP | 12/15 10:39 | TESTDEFECT ,TIM | 12/15 10:42 | Online |
| | Pending - Submit MA Setup | *****1773 | MANAGING ACCOUNT SETUP | 12/15 10:19 | TIMTESTING ,D292281 | 12/15 10:23 | Online |
| | Pending - Final Review | *****4062 | CARDHOLDER DEMOGRAPHIC MAINTENANCE | 12/15 9:43 | AACSITEST2009 ,TIM T | 12/15 9:43 | Online |
| | Processing - Acct Info | # of Accounts 3 | MASS ACCOUNT MAINTENANCE CH ACCT INFO | 12/14 15:34 | | 12/14 15:34 | Online Mass Maintenance |
| | Pending - Final Review | *****4302 | CARDHOLDER AUTHLIMITS MAINTENANCE | 12/14 14:43 | DAN ,FLOR | 12/14 14:43 | Online |
| | Processing - Acct Info | # of Accounts 5 | MASS ACCOUNT MAINTENANCE MANAGING ACCT INFO | 12/13 15:32 | | 12/13 15:32 | Online Mass Maintenance |
| | Processing - Acct Info | # of Accounts 5 | MASS ACCOUNT MAINTENANCE MANAGING ACCT INFO | 12/13 14:56 | | 12/13 14:56 | Online Mass Maintenance |
| | Processing - Acct Info | # of Accounts 5 | MASS ACCOUNT MAINTENANCE MANAGING ACCT INFO | 12/13 14:50 | | 12/13 14:50 | Online Mass Maintenance |
| | Data Entry - Demographics | | CARDHOLDER SETUP | 12/13 11:32 | TESTREQUEST ,TIMCHSETUP | 12/13 11:32 | Online |
| | MA Data Entry - Demographics | | MANAGING ACCOUNT SETUP | 12/13 11:26 | TESTAWQERROR ,TIMMASETUP | 12/13 11:27 | Online |
| | Processing - Acct Info | # of Accounts 5 | MASS ACCOUNT MAINTENANCE MANAGING ACCT INFO | 12/10 16:18 | | 12/10 16:18 | Online Mass Maintenance |
| | Processing - Demographics | # of Accounts 4 | MASS ACCOUNT MAINTENANCE CH DEMO | 12/10 9:16 | | 12/10 9:16 | Online Mass Maintenance |
| | Maint CH Account Complete | *****6508 | EFFECTIVE DATE CH DEMO MAINT | 12/10 0:36 | SHIVA APPROVE ,ACCOUNT | 12/10 0:36 | Online |
| | Processing - Acct Info | # of Accounts 5 | MASS ACCOUNT MAINTENANCE MANAGING ACCT INFO | 12/09 16:08 | | 12/09 16:08 | Online Mass Maintenance |
| | Processing - Demographics | # of Accounts 3 | MASS ACCOUNT MAINTENANCE CH DEMO | 12/08 14:22 | | 12/08 14:50 | Online Mass Maintenance |
| | Maint CH Account Complete | *****6508 | EFFECTIVE DATE CH DEMO MAINT | 12/08 13:31 | SHIVA APPROVE ,ACCOUNT | 12/08 13:31 | Online |
| | Processing - Demographics | # of Accounts 25 | MASS ACCOUNT MAINTENANCE CH DEMO | 12/08 11:39 | | 12/08 11:40 | Online Mass Maintenance |
| | Processing - Demographics | # of Accounts 25 | MASS ACCOUNT MAINTENANCE CH DEMO | 12/08 8:25 | | 12/08 8:26 | Online Mass Maintenance |
| | Maint MA Account Complete | *****8984 | MANAGING DAC MAINTENANCE | 12/07 13:14 | TIMTESTAGENT ,CYCLE99 | 12/07 13:14 | Online |
| | Maint MA Account Complete | *****7275 | MANAGING DAC MAINTENANCE | 12/07 13:13 | TIMTESTAGENT0060 ,CYCLE99 | 12/07 13:13 | Online |
| | Maint MA Account Complete | *****8522 | MANAGING DAC MAINTENANCE | 12/07 13:12 | TIBCO PH 1 ,CH 0405 REQ | 12/07 13:12 | Online |



OMM Individual Account Request Status



Request Status Queue

List of Accounts - Multiple Accounts Request

- Request Status Queue
- Active Work Queue
- Support Active Work Queue
- Account Administration
- Data Exchange
- My Personal Information


- Home
- Contact Us

| Processing Status | # of Accounts |
|-------------------|---------------|
| Pending | 25 |

| Account Number | Account Name | Processing Status |
|------------------|-----------------|-------------------|
| 4716300007129712 | DEVTEST IXHUSSA | Pending |
| 4716300007130975 | BLATEST JANEPLS | Pending |
| 4716300006390679 | TESTING DEFECT5 | Pending |
| 4716300007118400 | BLATEST JANEALL | Pending |
| 4716300006378724 | TEST ADDRZIP | Pending |
| 4716300006986211 | TESTER TEST T | Pending |
| 4716300007053672 | ANIS MUHAMMAD W | Pending |
| 4716300007053698 | ANIS MUHAMMAD W | Pending |
| 4716300007117782 | BLATEST JANEAPP | Pending |
| 4716300007131015 | BLATEST JANEALT | Pending |
| 4716300007131072 | BLATEST JANEPLS | Pending |
| 4716300007135586 | BLATEST JANEWOR | Pending |
| 4716300007136774 | BLATEST JANEALP | Pending |
| 4716300007137210 | BLATEST JANEW17 | Pending |
| 4716300006390695 | TESTING2 DEFECT | Pending |
| 4716300006484514 | LANGEMO STACEY | Pending |
| 4716300006495577 | CH2 ADMINO-3058 | Pending |
| 4716300006506183 | TESTAPPCNTRL CH | Pending |
| 4716300006571146 | TESTD78915-2 NW | Pending |
| 4716300006599881 | TEST PATRICK | Pending |
| 4716300006601612 | TEST NEWCOLUMN9 | Pending |
| 4716300006673116 | TESTEMBOSSING K | Pending |
| 4716300006894399 | EFFECTIVETEST A | Pending |
| 4716300006914775 | TEST J | Pending |
| 4716300006915368 | TESTING TEST | Pending |



OMM Final Review



Final Review Multiple Managing Account Maintenance Demographics

Client Relationship: Account Admin Test 3058 [Switch Relationships](#)

[Account List](#)

Product: Purchasing **Bank:** 3058
Agent: 0060

Last Name:
First Name:
Middle Initial:
Identification No.:
Tax Exempt No.:
Optional 1:
Third Line of Embossing:


Address 1: One Meridian Crossings
Address 2: EP-MN-MS2
City: Richfield
State/Province: MN
Zip/Postal Code: 554230000
Country: United States
Work Phone:
Home Phone:
FAX:
Email Address:

Demographic Comments:
X Removed

[Approve & Submit](#) [Reject](#)



OMM Active Work Queue



Active Work Queue

Client Relationship: Account Admin Test 3058 [Switch Relationships](#)

[Setup Cardholder Account](#) | [Maintain Cardholder Account](#)
[Setup Managing Account](#) | [Maintain Managing Account](#)


Select a task to work.

Records 1 - 2 of 2 [Refresh List](#)

| <u>Task (Select Task)</u> | <u>Request Type</u> | <u>Product</u> | <u>Account Name</u> | <u>Start Date</u> |
|------------------------------|--|----------------|---------------------|-------------------|
| Final Review | MASS ACCOUNT MAINTENANCE MANAGING DEMO | Purchasing | | 12/15 13:25 |
| Final Review | MASS ACCOUNT MAINTENANCE MANAGING EXTRACT INFO | Purchasing | | 12/15 15:58 |

Records 1 - 2 of 2 [Refresh List](#)

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System User List with Account Details Report

Standard and Flex Reporting

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System User List with Account Details

- Available in Report Scheduler
- Available in Flex Data via two templates: System User List and Account
- Primary template = System User List
 - User ID
 - User Name
 - User Status
 - Approver Manager
 - Entitlement Group
 - Entitlement Group Description
 - User Email Address
- Secondary template = Account
 - Account Name
 - Account Number
 - Account Status
 - Account Type
 - Account Email Address
 - Demographic Comments
 - Checks
 - Percent Cash
 - Single Purchase Limit
 - Credit Limit



Usability Enhancements

- Internet Explorer 7.0 and 8.0 supported
- 25 active accounting code favorites supported
- Flex Data reporting expanded to cardholders, billing officials and resource managers



Future Functionality – A Look Ahead...

- Event driven notification
- Online card value verification for cardless accounts
- DoD Email interface
- Wide area workflow interface



Questions?



Thank You

Presentations will be available on
www.usbank.com/sp2presentations
after the conference