

E BANKING TRANSACTION EXPORT INSTRUCTIONS

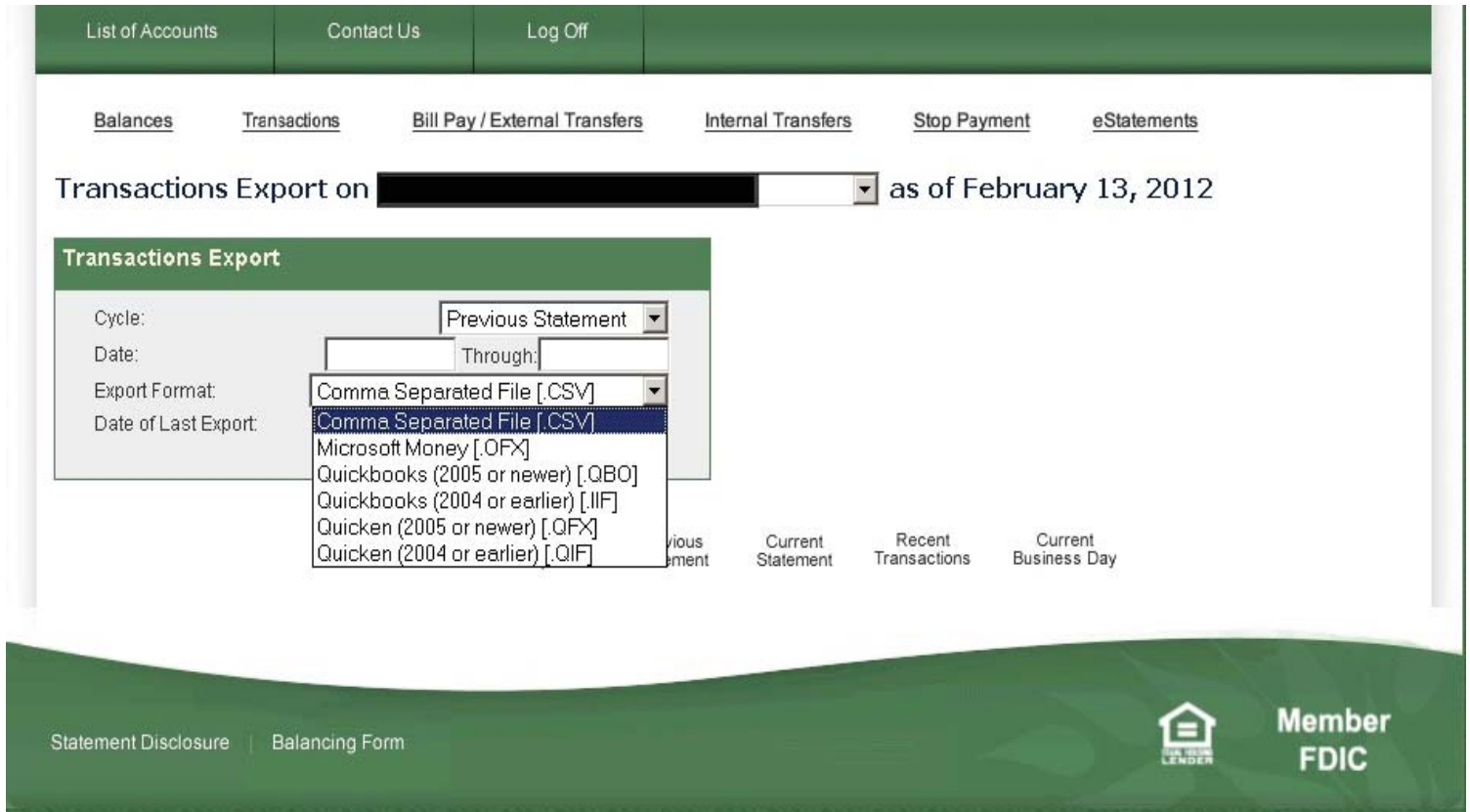


1. Login to United Prairie Bank's eBanking program
2. Click the account number hyperlink
3. Click on "Transactions"
4. Choose "Export Transactions"

The screenshot shows the United Prairie Bank eBanking interface. At the top, there is a navigation bar with 'Help', 'Options', and 'Home'. Below this is a banner for 'Free 5 BillPay' with a 'DID YOU KNOW YOU CAN GET BILLPAY FOR FREE?' message. The main content area has a green header with 'List of Accounts', 'Contact Us', and 'Log Off'. Below this is a navigation bar with 'Balances', 'Transactions', 'Bill Pay / External Transfers', 'Internal Transfers', 'Stop Payment', and 'eStatements'. The 'Transactions' menu is open, showing options like 'Previous Statement', 'Current Statement', 'Recent Transactions', 'Current Business Day', 'Transactions Menu', and 'Export Transactions' (which is circled in red). To the right, there is an 'Express Transfer' form with fields for 'Transfer From', 'Transfer To', 'Transfer Amount', and 'Transfer Date' (set to 02/13/2012). There are also links for 'Advanced Transfer Options' and 'Advanced Scheduled Transfers'.

5. Choose a Cycle from the dropdown list OR enter a date range in the "Date:" boxes
6. Choose the "Export Format:"
7. Click "Export"

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8. Click "Save"
9. Choose a location to save the file.
10. Enter the desired file name into the "File Name:" field
11. Click "Save"
12. To import the transactions into a personal finance software program, please refer to the tutorial or help function within the program.