# **BOSS Online Banking Guide**

# **Mobile Access – Quick Reference Guide**



BOSS Online Banking is now accessible through a Mobile Banking App. To access the Online Banking app through your mobile device, follow the steps below.

# Locating the BOSS mobile app in the Google Play Store and Apple App Store

* Open the Google Play Store or Apple App Store
* Browse or search for **Fulton Bank.**
* Click the BOSS Mobile Banking app.
* Click install App.



# Logging into the BOSS Mobile App

* Click the BOSS mobile app
* The BOSS login page will be displayed
* Enter in your **Company ID**, **User ID**, and **Password**



# How to give BOSS Mobile access to your users

* Login to BOSS Online Banking
* Click on **Administration & Settings**
* Click on **User Maintenance**



* The client user list will appear, identify the user to give mobile access. Next to that user select the drop down arrow under the Actions column and select **Modify**



* The User Information Screen will appear. Scroll down to the Admin Settings. Under the **Challenge Method** field there will be a **Mobile User** check box option. Check the box and select **Update** to add Mobile access to the user.

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# Basic navigation – Mobile App

* Once you have successfully logged into BOSS Mobile App, you will be re-directed to the **Home Screen**.



* Clicking on the Menu Bar will allow you to access all available entitlements.
* The BOSS mobile app will have the same functionality as the desktop site, providing access to:
	+ Payments & Transfers
	+ Fraud / Risk Management
	+ Reporting
	+ Administration & Settings



* The **Account Summary** view is located on the Home Screen. The Account Summary will display an overview of all active BOSS accounts.
* Expand the account menu to view current balances and account details





* Scrolling left and right will provide you additional details regarding your account summary

**For technical support regarding mobile access to BOSS Mobile App, please call E-Commerce Support at (888)654-3858, or Cash Management Support at 866-943-8739.**