InBusiness Online Banking Upgrade

InBusiness Online Banking Report Types

Report Name	Report Type	Included Information	Available Formats
ZBA Activity	Previous day(s)	ZBA transaction detail	PDF, CSV, BAI2
Wire Activity	Previous day(s)	Interim wire transaction detail of current business day	PDF, CSV, BAI2
Company Entitlements Report	Online banking activity	All company and user entitlements	PDF
ACH Online Originations	Online banking activity	All originated online banking ACH transactions	PDF, CSV
Wire Online Originations	Online banking activity	All originated online banking wire transactions	PDF, CSV
Company Transaction	Online banking activity	All originated online banking transactions except ACH and wire transactions, which are reported separately	PDF, CSV
User Activity Report	Online banking activity	Online Banking activity of all company users	PDF

Additional Reports for InBusiness

Report Name	Report Type	Included Information	Available Formats
Balance and Activity Statement	Current day	Account balance and transaction detail	PDF, CSV, BAI2
ACH Activity	Current day	ACH transaction detail	PDF, CSV, BAI2
User Defined	Current day, Previous Day(s)	Transaction detail for user-selected transaction types	PDF, CSV, BAI2
Checks Paid	Current day	Paid check transaction detail	PDF, CSV, BAI2
Wire Activity	Current day	Interim wire transaction detail of current business day	PDF, CSV, BAI2

The company user can filter data in the standard reports by the following criteria:

- Date
- Account Number
- Transaction Type
- User (for the User Activity Report)

Any company admin who requires access to the standard information reports must belong to a User Role where the Information Reporting Feature Right is enabled and the User Role has access to the Accounts.

NOTE: Reporting does not support the Microsoft (OFX), Quicken (QFX), or QuickBooks (QBO) output formats.

GENERATING A REPORT

Report formats and scheduling options may vary according to your FI's settings.

To generate report:

1. In the navigation menu, click or tap **Reports.**
2. In the Create New Reports column, click or tap the desired **Report.**
3. (Optional) Enter a **Report Name.**
4. Click or tap the desired **File Format.**
5. Click or tap the desired **Accounts.** You can also click or tap **Select All** or **Clear All** to select or clear all accounts. You can also select specific Account Labels.