

Prepare for ASB eBanking

Changes to Categorized & Memo Transactions



Aloha,

American Savings Bank is getting ready to upgrade your digital banking experience. In the new eBanking system, transactions that you have added a memo to or categorized will not be available within online banking.

Categorization

You may want to save your categorization history (up to 24 months) prior to conversion. Follow these steps:

- Login to ASB Hawaii Online at www.asbhawaii.com
- Go to the **Self Service Tab**
- Under the **Personal Money Management** section, select **View Reports**.
- **Select Report:** Cash Flow, Transactions by Category, or Tax Report
- **Select Criteria:**
 - Enter From and To Dates (up to 24 months of history)
 - Select Category Type and Taxable Status
- **Select Accounts**
- Click **View** button to run report
- To save the report you must copy and paste the data into word or excel

To categorize your transactions going forward you may choose to use a 3rd party solution. To get started, manually download your transaction reports and load into the application.

Memo

You may want to save your memo history (up to 24 months) prior to conversion. Follow these

steps:

- Login to ASB Hawaii Online at www.asbhawaii.com
- Select your account
- Highlight and copy the transactions that contain a memo and paste into word or excel

Thank you for your assistance and patience during this transition.

For questions, please contact us at (808) 627-6900 or toll-free (800) 272-2566 and select 0 for eBanking help.

Thank you,

American Savings Bank eBanking Team

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Contact Us:

If you have questions, please do not respond to this message using the 'Reply' button.

American Savings Bank online banking customers **sign in here** and send us a secure message via the Message Center. If you are not an American Savings Bank online banking customer, **click here** to contact us.

Please send written correspondence to:
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Please call us at:
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