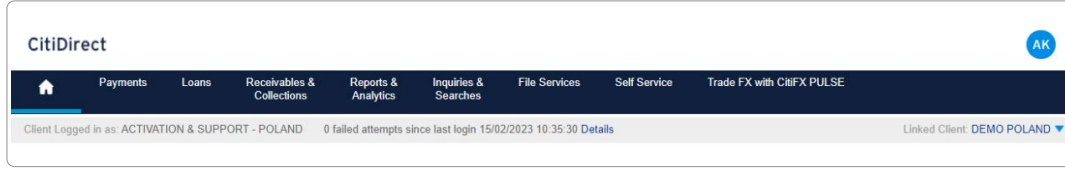


# CitiDirect® Homepage - menu order and widgets

A simple home page for login allows users to benefit from basic system functionalities without the need to run more advanced options. Users can see a menu reflecting their authorizations in the system.



Home page design customization through a wide array of widgets, (convenient features and shortcuts offering access to system information and functions) allows users to make use of selected options, such as:

- Easy execution of most important tasks from the home page
- Configuration of homepage shortcuts enabling quick transfer to a selected functionality in the system
- Access to a wide array of Bank products without the need for additional login (Single Sign-On).

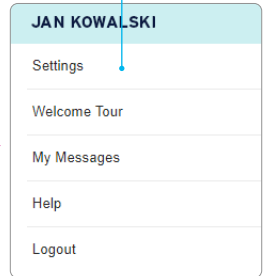
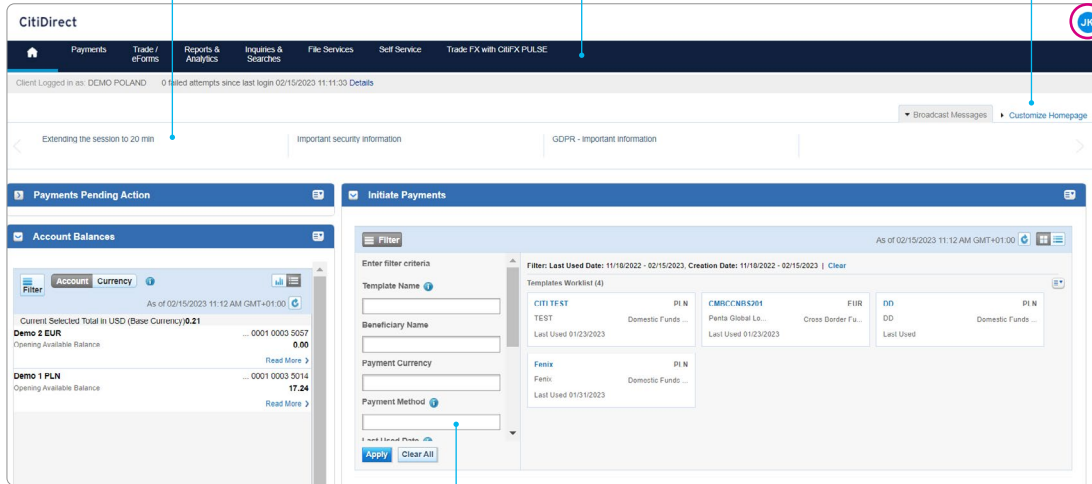
Basic system modules available depending on authorizations held in the CitiDirect system:

- **Payments** - creating and authorizing orders, templates
- **Trade/eForms** - dealing with transaction services and submission of electronic applications
- **Reports & Analytics** - advanced reporting module
- **Inquiries & Searches** - quick access to operation history
- **File Services** - import/export of files
- **Self Service** - system administration
- **More Citi Products** - other services are available without the need for additional login

Important messages for system users.

Here you can add convenient widgets to be displayed on your homepage. These significantly improve functionality.

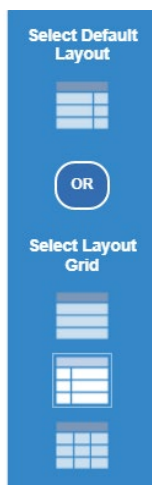
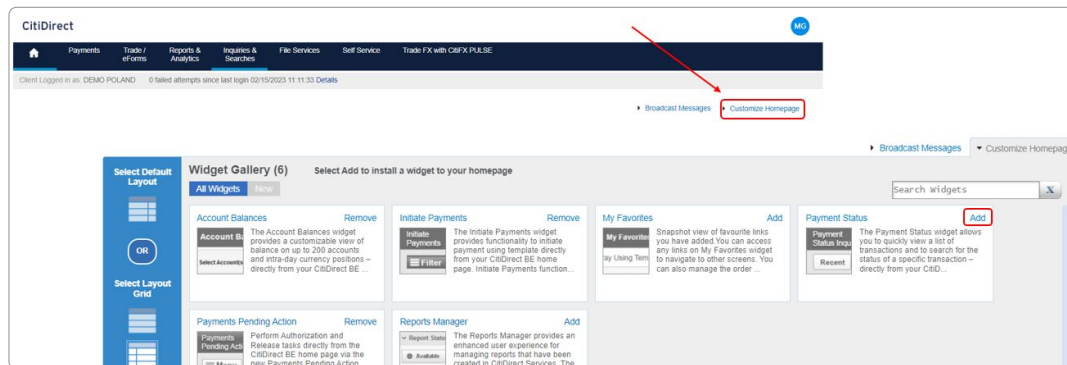
Settings - the possibility of personalization of global system settings (e.g. date format used) and modification of contact details.



Sample widgets, which are convenient shortcuts in the CitiDirect portal, may be added individually in the section Customize Homepage in the top right corner of the screen.

## How to add / delete widgets?

In order to select helpful widgets on the home page, go to the Customize Homepage tab then click Add or Remove:



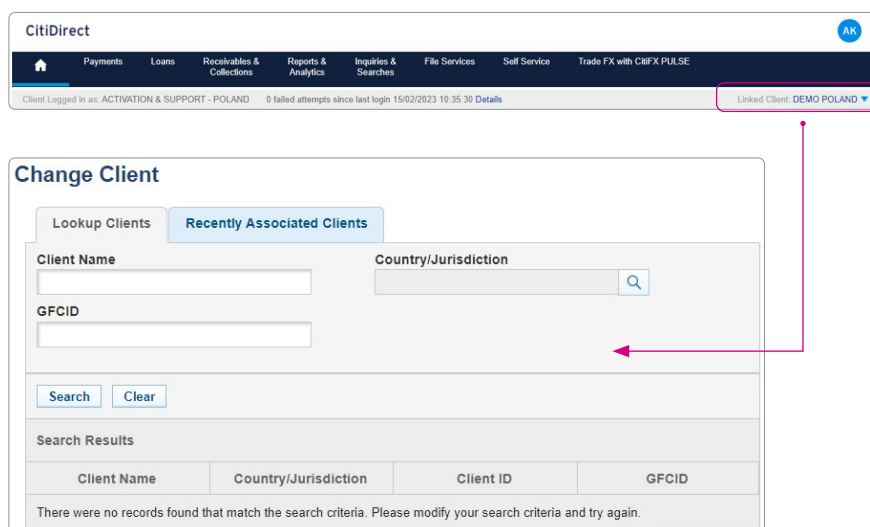
You can determine how widgets are displayed (e.g. list, tiles) on the CitiDirect portal web page in the design project option. To do this, choose your preferred arrangement.

Additionally, selected widgets can be personalized by choosing the key "Customize" - gear wheel symbol - for example in the widget **Initiate payments**.

**NOTE:** Once you log in to CitiDirect Portal, the recently entered user settings for homepage design are remembered by the system. Widget contents are automatically refreshed only at login. If the information presented in the widget is incorrect, please select **Refresh**.

## How to log in to another company within a group of companies using the same token?

CitiDirect allows a configuration of authorizations so that it is possible to log in to other entities within one business name cluster with one token. In the case of giving users access to new functionalities of linking, the option **Linked Client** is displayed after login. After indicating a business name, click Go. The scope of available options in open profile settings will depend on individual user authorizations in the system.



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