

How to Change Your Username.

1. After your initial login to the new Online Business Banking System, go the =>**My Settings**< menu option, located at the top right-hand corner.
2. This will open the **Personal Information** Page. Go to the Login & Security section and click on =>**Edit**< next to Username.

The screenshot shows the BankFinancial online banking interface. At the top right, the 'My Settings' link is highlighted with a red box. Below the navigation bar, the 'Personal Information' section is visible, containing fields for Name (Joseph Smith), Primary email (Smith@email.com), and Business Information (ABC Corporation, Business ID: 1234567890). The 'Login & Security' section is also visible, containing fields for Username (1xyz345abc67efg89), Password (masked with asterisks), and Security options (phone number (312)555-0123, text enabled, and email Smith@email.com). The 'Username' field is highlighted with a red box and a circled '2'.

Personal information	
Name	Joseph Smith
Primary email Edit	Smith@email.com
Business Information	ABC Corporation Business ID: 1234567890
Login & Security	
2 Username Edit	1xyz345abc67efg89
Password Edit	*****
Security options Edit	(312)555-0123 Enable for text <input type="checkbox"/> Smith@email.com

How to Change Your Username, Continued.

3. Edit Username. This will open the **Edit Username** window. Simply enter the same User ID that you used in the legacy Online Business Banking System.
4. Enter your current password.
5. Then click =>**Save**<.

The screenshot shows a web form titled "Edit Username". The form contains the following elements:

- Current Username:** A text field containing the value "1xyz345abc67efg89".
- New Username:** A text input field with the placeholder text "Username". A red circle with the number "3" is positioned to the right of this field.
- Validation Rules:** Below the "New Username" field, there are two bullet points: "▶ Minimum of six characters" and "▶ Cannot be all numbers".
- Current password:** A text input field with the placeholder text "Password". A red circle with the number "4" is positioned to the right of this field. To the right of the "Password" field is a small blue link labeled "SHOW".
- Buttons:** At the bottom left of the form, there are two buttons: a dark grey "Save" button and a light grey "Cancel" button. A red circle with the number "5" is positioned to the left of the "Save" button.