



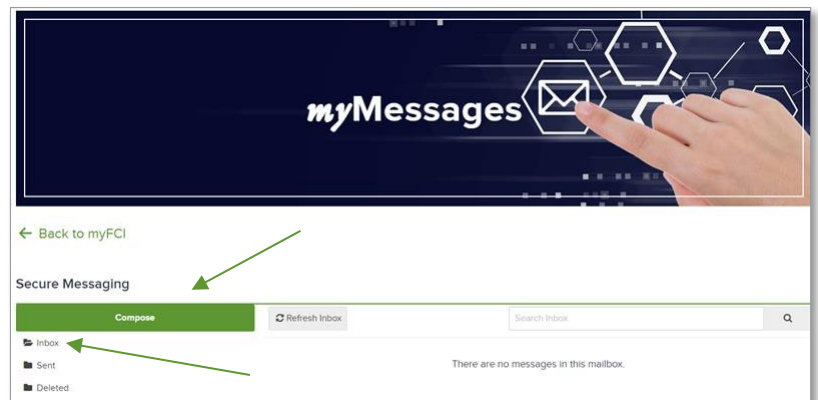
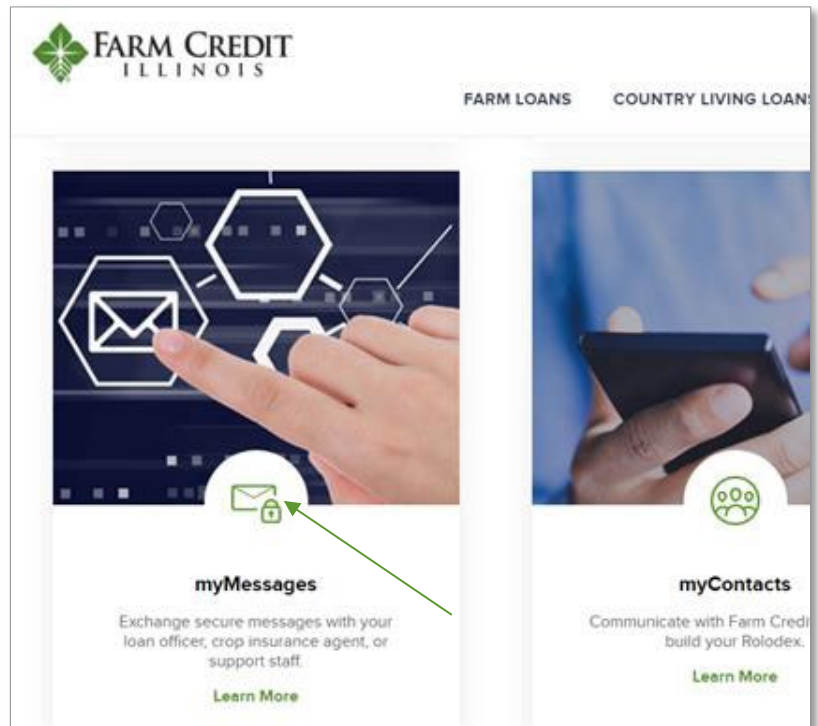
Secure Messaging allows for two-way communication between you and Farm Credit Illinois. Since the message is delivered securely, sensitive material can be included.

To talk to your local regional office staff, upload important loan documents, or inquire about specific account information, use **myMessages** in **myFCI**.

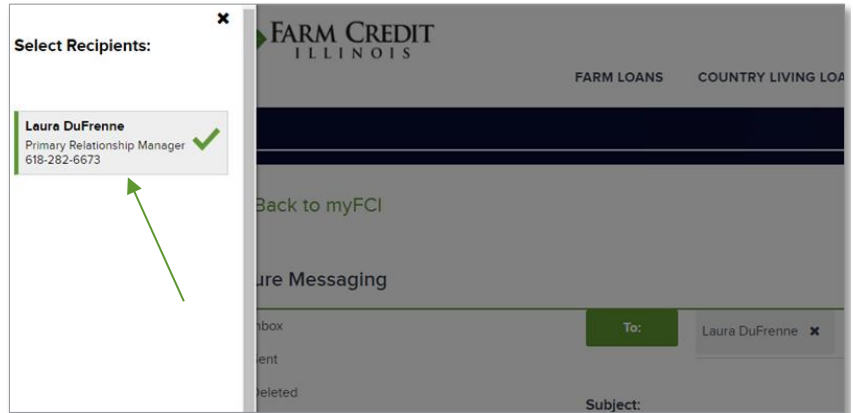
For questions specific to **myOnlineBanking**, use the Messages option within **myOnlineBanking**.

myMessages within myFCI

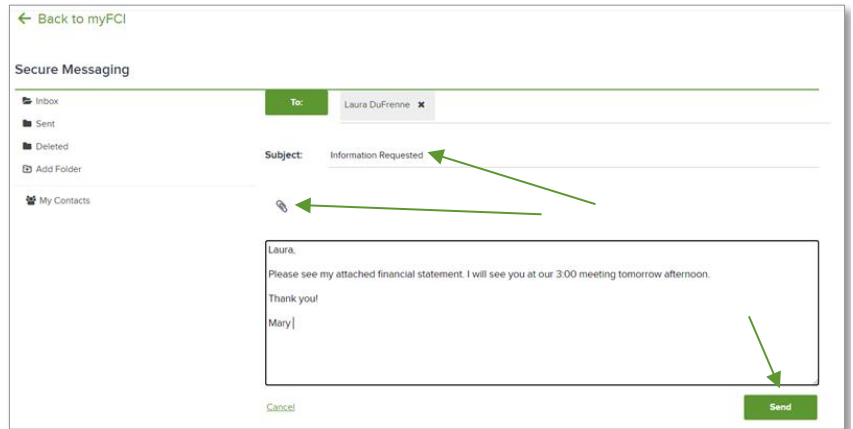
1. On the home screen of **myFCI**, click the **myMessages** tile in the top row.
2. Click 'Inbox' to review messages sent to you by regional office staff.
3. Click 'Compose' to send a new message.
4. Select a 'To' field.



- Select your desired contact from available options.



- Enter the 'Subject' and attach documents if needed by selecting the 'Paperclip' icon, then populate your message in the text box.

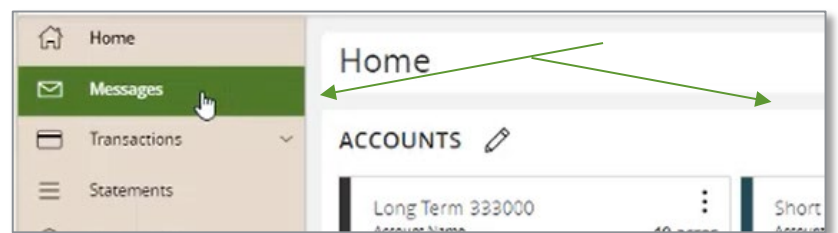


- Click 'Send' to submit the message.

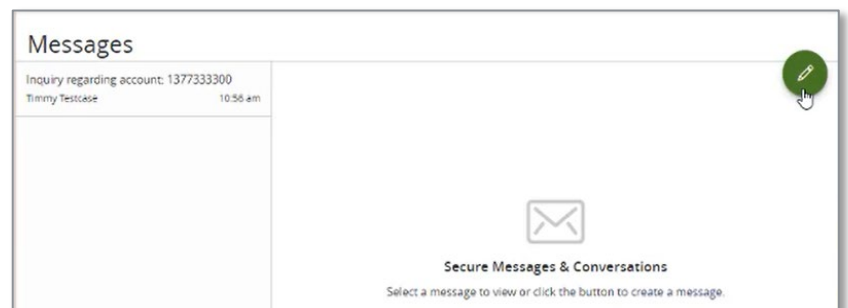
Messages within myOnlineBanking

- Select the 'Messages' menu.

NOTE: Both incoming and outgoing messages will appear in the column directly to the right of the menu in descending date order (newest on top).



- Click 'Pencil' icon on the right side of the screen.



3. Enter the desired 'Message recipient.'
4. Enter the desired 'Message subject' and 'Message.'

NEW MESSAGE

Message recipient
Need Help with Online Banking

Message subject
Sample subject

Message
Sample message

Go back Send message

This screenshot shows a 'NEW MESSAGE' form. It has three input fields: 'Message recipient' (a dropdown menu with 'Need Help with Online Banking' selected), 'Message subject' (a text box with 'Sample subject'), and 'Message' (a larger text area with 'Sample message'). At the bottom, there are two buttons: 'Go back' and 'Send message'. Green arrows point from the text in the instructions to the corresponding fields in the form. A hand cursor is shown over the 'Send message' button.

5. Click 'Send message' to submit.

6. Select the 'Arrow' icon beneath the pencil to reply to a secure message or the 'Trash Bin' icon to delete the message.

SAMPLE SUBJECT

This message should never expire

Timmy Testcase 3/31/2021 - 12:22 PM

Sample message

This screenshot shows a message detail view. At the top right, there is a green circular icon with a pencil. Below it, the subject is 'SAMPLE SUBJECT'. There is a checkbox labeled 'This message should never expire'. To the right of the checkbox are two icons: a curved arrow (reply) and a trash bin (delete). Green arrows point from the text in the instructions to these two icons. Below the icons, the sender is 'Timmy Testcase' and the date/time is '3/31/2021 - 12:22 PM'. The message content is 'Sample message'.