

The Image Connect System is used for accessing images of member share drafts, corporate share drafts, cashier's checks, and check collection deposits.

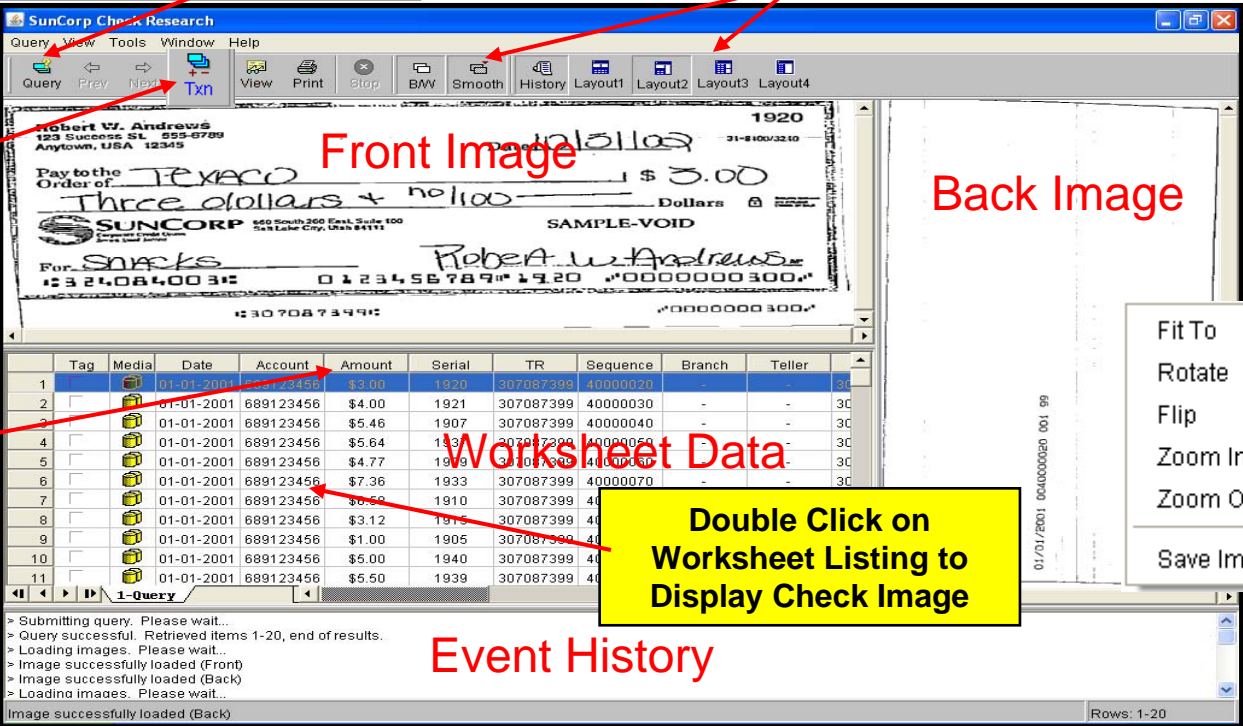
## System Access

Application Portal access is available under the MEMBERS button on our homepage – [www.suncorp.coop](http://www.suncorp.coop), or directly from <https://sunapps.suncorp.coop>. Login information (username, password, etc.) is provided and maintained by Credit Union Security Administrators.

## Main Check Research Screen

Input Search Parameters Via Query Function

Change Image Layout or Resolution for Better Viewing



The screenshot shows the SunCorp Check Research application window. At the top, there is a menu bar with 'Query', 'View', 'Tools', 'Window', and 'Help'. Below the menu is a toolbar with icons for 'Query', 'Prev', 'Next', 'Txn', 'View', 'Print', 'Stop', 'BWV', 'Smooth', 'History', 'Layout1', 'Layout2', 'Layout3', and 'Layout4'. The main area displays a check image from SunCorp, dated 1920, for \$3.00, payable to 'Snarks'. Below the check image is a data table with columns: Tag, Media, Date, Account, Amount, Serial, TR, Sequence, Branch, and Teller. The table contains 11 rows of transaction data. At the bottom of the window, there is an 'Event History' pane showing the status of the query and image loading process.

View Deposit Batch Details with Transaction Item View Button

Double Click on Column Headings to Sort Data

Double Click on Worksheet Listing to Display Check Image

Right Click on Image to Manipulate or Save Image

- Fit To
- Rotate
- Flip
- Zoom In
- Zoom Out
- Save Image As

Right Click Options

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## Query Definition Screen

Always Enter a Date or Range of Dates to Narrow Search Results

Use Field Value Options to Narrow Search Results

For Corporate Drafts, Use SunCorp Routing Number in the TR Field

Item Filter			
Date	=		AND +
Account	=		AND +
Amount	=		AND +
Serial	=		AND +
TR	=		AND +
Sequence	=		AND +
Branch	=		AND +
Teller	=		AND +
CUID	=		AND +

Also Known as Trace Number

Sort Results

Place results of query into new worksheet

Submit Cancel Clear Date Clear All

Enter Multiple Values by Clicking on the + symbol

Enter Account Number Exactly as Shown on Check MICR Line

Use Branch and Teller Numbers to Narrow Search for Check Deposit Items

## Special Values

For Check Deposit Batches: Enter 29 in the Serial Number Field

For Check Deposit Return Batches: Enter 777 (Redeposits) or 888 (Chargebacks) in the Account Number Field

## Printing Options

Use TAGGED ITEMS or RANGE OF ITEMS Options For Multiple Images

Adjust COLUMN and ROW Settings to Arrange Images on Printout

Printer Configuration

Current Printer: \\copssrv01\Accounting HP 4014N

Print Options

Print Current Item

Print Tagged Items

Print Range of Items

From: 1 To: 5

Print Worksheet Data

Page Layout

Print Front Image

Print Back Image

Stretch Images (recommended for full-page documents)

Print logo

1 Columns 1 Rows

Print Image Description

Print Page Header

Print Page Numbers

Submit To Printer Submit To Browser Cancel

We Recommend Using the SUBMIT TO BROWSER Printing Option For Best Results