

## Remote Deposit Capture Scanner Installation Guide for Windows

Prior to beginning your scanner installation, you will need the following information.

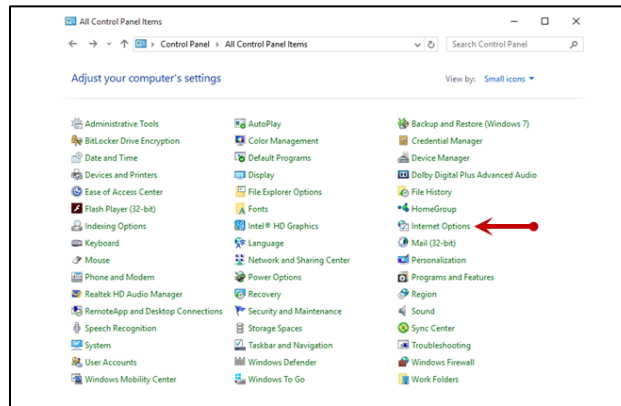
- Cambridge Savings Bank's RDC platform is accessed through the Business Online Banking platform. You will need to login to the platform to access Remote Deposit Capture.
- Your Merchant ID and scanner model/scanner number
- **NOTE:** To install the software, you may need administrative privileges for installation purposes. Consult with your IT department for access. Follow the steps below to install your scanner:

### Configuring Temporary Internet Files and History Setting - Internet Explorer Only

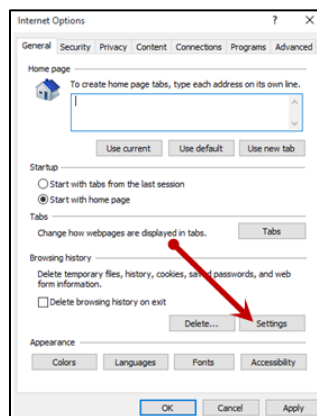
**Step 1:** Open **Control Panel** from your *Start* menu.

**Step 2:** Select **Internet Options**.

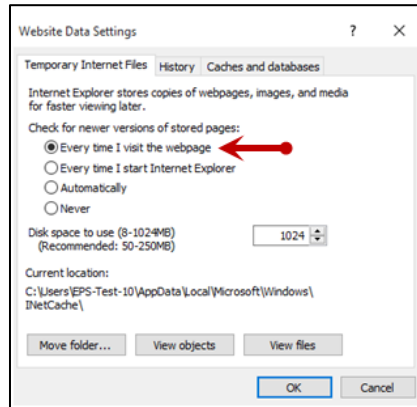
**NOTE:** You may need to select **Network** and **Internet** and then **Internet Options**.



**Step 3:** From the tabs at the top of the *Internet Options* window, select **General**, then click **Settings** under the *Browsing history* section, select the **Settings** option.



**Step 4:** The *Temporary Internet Files and History Settings* window appears. Under *Check for newer versions of stored pages*, select the **“Every time I visit the webpage”** option.

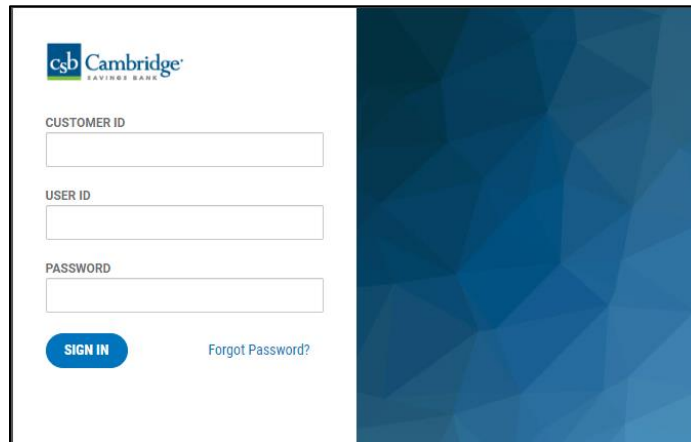


**Step 5:** Select **OK** at the bottom of the *Temporary Internet Files and History Settings* window and then select **OK** from the bottom of the *Internet Options* window

### Installing Device Control

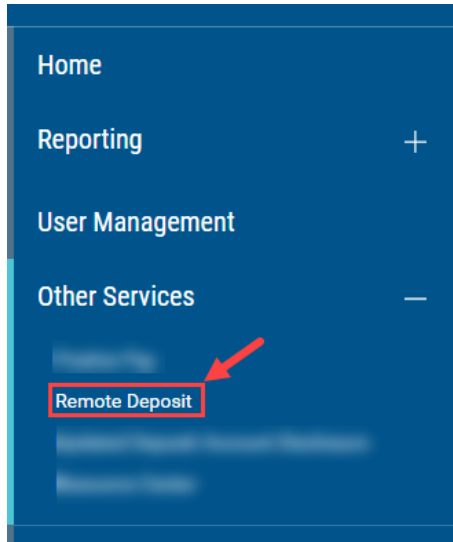
**Step 1:** Navigate to Cambridge Savings Bank’s RDC application through Cambridge Savings Bank’s online banking.

**Step 2:** On the Business Online Banking login page, enter your Customer ID, User ID and password, and click the **SIGN IN** button.

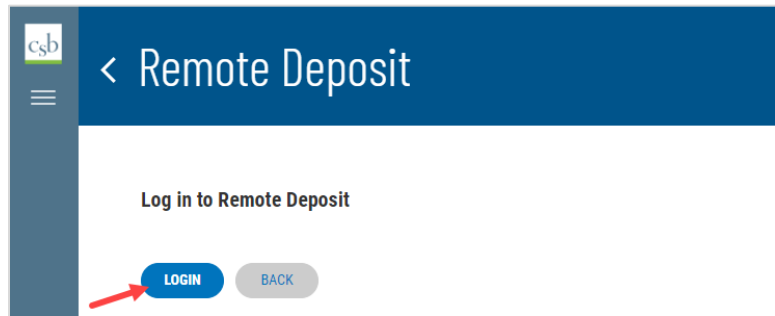


**Step 3:** Click on the 3-line icon on the upper left corner, just below the Cambridge Savings Bank logo to expand the side menu. From the side menu, click on **Other Services** and then select **Remote Deposit**.



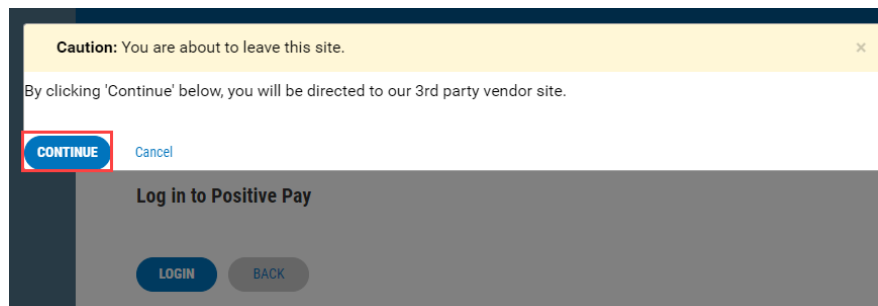


**Step 4:** On the *Remote Deposit* screen, click the *Login* button on the screen.

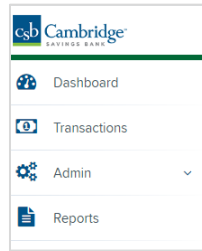


**Important!** After clicking the *Login* button, you will receive a pop-up message stating: “**Caution:** You are about to leave this site. By clicking, ‘Continue’ below, you will be directed to our 3<sup>rd</sup> party vendor site.”.

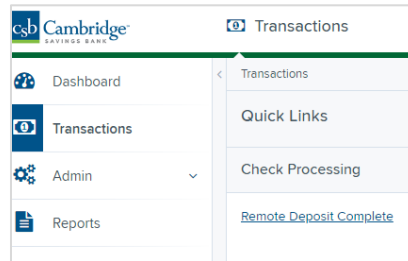
This is a valid message, and you are still in a secure session and accessing a secure site to access the services.



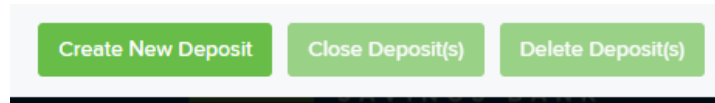
**Step 5:** Select **Transactions** from the left main menu.



**Step 6:** Under *Check Processing*, choose **Remote Deposit Complete**.

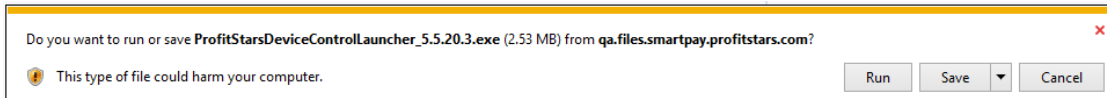


**Step 7:** The *Open Deposits* page appears. Select **Create New Deposit**, as shown below.

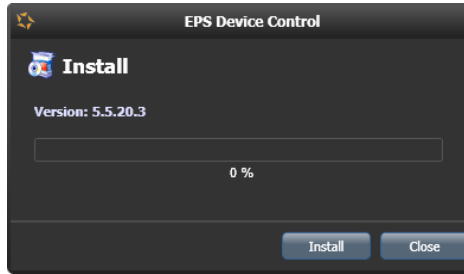


**Step 8:** The *Device Control* prompt appears, informing you that Device Control is attempting to launch. Select **Run** to continue.

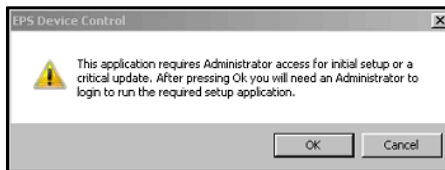
For **Google Chrome** users, click on the **ProfitStarsDeviceCon....exe** (as shown in the second image below).



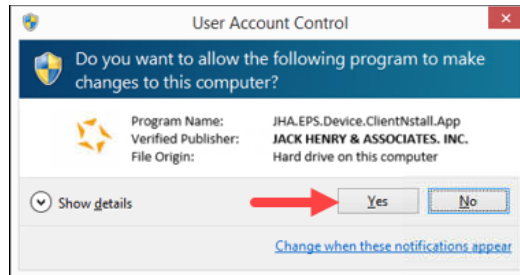
**Step 9:** The system will prompt you to begin installing EPS Device Control. Click **Install** to continue. This may take several minutes.



**Step 10:** A prompt appears to ensure that a user with Administrator rights to the computer will proceed with the installation. Click **OK** to continue.

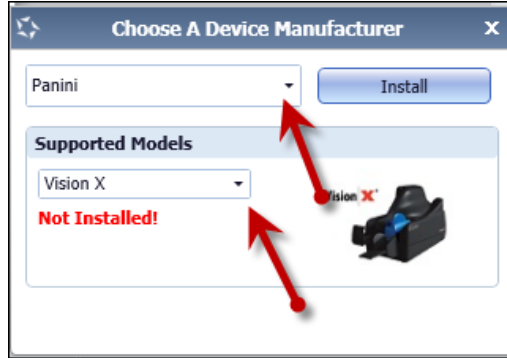


**Step 11:** A prompt may appear for the application to make additional changes. Select **Yes** to continue.



Choose the scanner and model you wish to install, and then select **Install**. Cambridge Savings Bank's Panini Scanner models are:

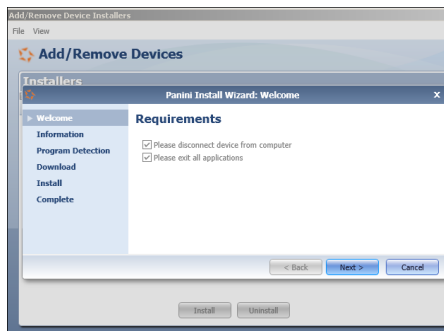
- I:Deal
- WI:Deal
- Vision X



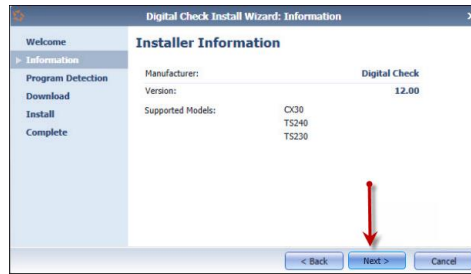
**Step 12:** The *Add/Remove Devices* window appears. Choose the scanner you wish to add, and then click **Install**.



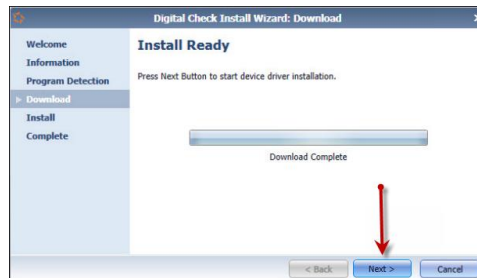
**Step 13:** Disconnect the scanner's USB or power cable from your computer and exit all other applications. Click **Next** to continue.



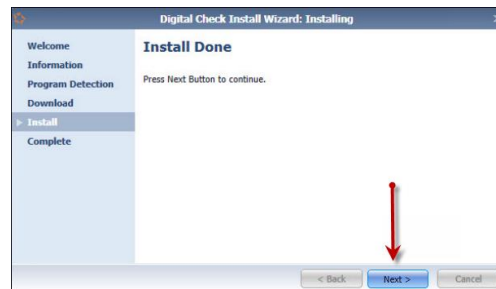
**Step 14:** The *Install Wizard* displays the *Installer Information* prompt. Choose **Next** to continue.



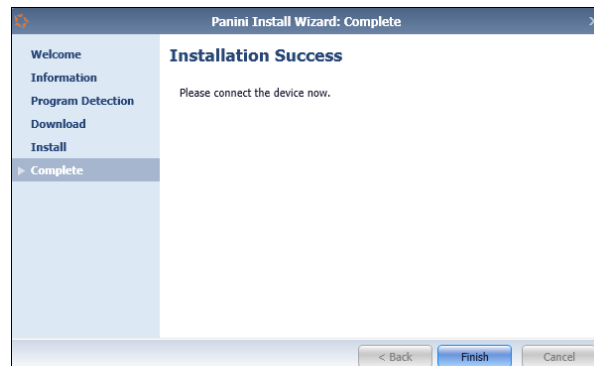
**Step 15:** The *Install Wizard* displays the *Install Ready* prompt. Select **Next** to continue.



**Step 16:** The *Install Wizard* displays the *Install Done* prompt. Click **Next** to continue.



**Step 17:** After the *Install Wizard* has completed, connect the scanner to your computer, and then click **Finish**. The scanner is now installed.



**NOTE:** When you begin making deposits, ensure that the **Scanner Terminal #** field is populated on the *Create New Deposit* page. When this field is populated, you are ready to begin scanning checks.

### Create New Deposit

**Location \***

**Deposit Name \***

**Number Of Checks \***

**Total Amount \***

**Scanner Terminal Number**

114054919 