

# Instructions for Navigating Online Banking

Dear Valued Customer,

Welcome to our Online Banking platform! Below are the step-by-step instructions to help you navigate through the system:

## Step 1: Log In

- Visit our website at [www.examplebank.com](http://www.examplebank.com).
- Click on the "Login" button located at the top right corner.
- Enter your username and password, then click "Submit."

## Step 2: Access Your Accounts

- Once logged in, your account summary will be displayed on the main dashboard.
- Click on "Accounts" in the navigation menu to view detailed information about each account.

## Step 3: Conduct Transactions

- To transfer funds, select "Transfer" from the navigation menu.
- Choose the accounts to transfer from and to, enter the amount, and click "Submit."

## Step 4: View Statements

- Click on "Statements" in the menu to access your bank statements.
- Choose the desired date range and click "Download" to save it to your device.

## Help and Support

If you encounter any issues, please contact our customer support at [support@examplebank.com](mailto:support@examplebank.com).

Thank you for choosing us as your banking partner!

Sincerely,  
Your Bank Team