Welcome to Remote Deposit

Now, you have the quickest way to make deposits direct from your business to Amerant Bank. Use the guide below to get started:

Check to be sure you have all the hardware and accessories

STEP 1

1. Scanner
Models may vary

2. Power Cable

3. Power Cord

4. USB Cable

5. Inkjet Cartridge

6. Scanner Easy Installation Guide included with your Scanner

Be sure your system meets the minimum requirements

STEP 2

The computer(s) you plan to use with Remote Deposit should meet the minimum requirements below for optimal performance. Remote Deposit will not run on Macintosh computers and operating systems.

Operating System:
• Microsoft Vista All Versions – 32 and 64 bit
• Microsoft Windows 7 All Versions – 32 and 64 bit
• Microsoft Windows 8 All Versions – 64 bit
• Microsoft Windows 8.1 All Versions – 64 bit
Web Browser: Internet Explore 8.0, 9.0, 10 or 11
Software: Adobe Reader 5.0 or higher, up to version 11 / WinZip – version 9.0 or above / .Net Framework 2.0 (Minimum Required)
Memory: 512MB. Vista (only) 1GB
Resolution: 1024 x 768 resolution

Free Hard Drive Space: 200MB
Port: 1 USB 2.0 port
Internet Service:
High–speed cable or DSL
• If your system does not meet the minimum software requirements, please download the required software by clicking on the links below:
Adobe® Reader® X (10.1.1) / Microsoft® .NET 1.1
Microsoft® .NET 1.1 SP 1 / Microsoft® .NET 2.0
including .NET 2.0 SP 2 (Choose the third option)

Computer Authorization
Before installing Remote Deposit, be sure you have permission from your computer system administrator to download software and ActiveX controls.

Gather your Remote Deposit Access Information

STEP 3

Your Amerant Bank personal banker will provide you with the following access information.

Remote Deposit URL Access https://remotedeposit.amerantbank.com

Login name
Unique to each company's user

Access Code
Unique to each company's URL access

Password*
Unique to each company

Activation Key
Unique to every computer

* Must be 8–15 characters with at least one letter, one number and one special character. Password cannot match login name.

Test Computer Configuration

STEP 4

① Open Internet Explorer®.

② Enter **https://remotedeposit.amerantbank.com** in the address bar and click the **"Enter"** key.

③ Click on the **"System Requirements Test"** link at the bottom of the screen.

Login:
Password:

Log In…
Change Password.
Help

Help With Security Setup

System Requirements Test

④ Select the **"Run"** button and follow the on-screen prompts.

If your system displays **"pass"**, proceed to **"Activate Computer"** step.

NOTE: If your system displays **"Warn"** or **"Fail"**, contact your System Administrator.

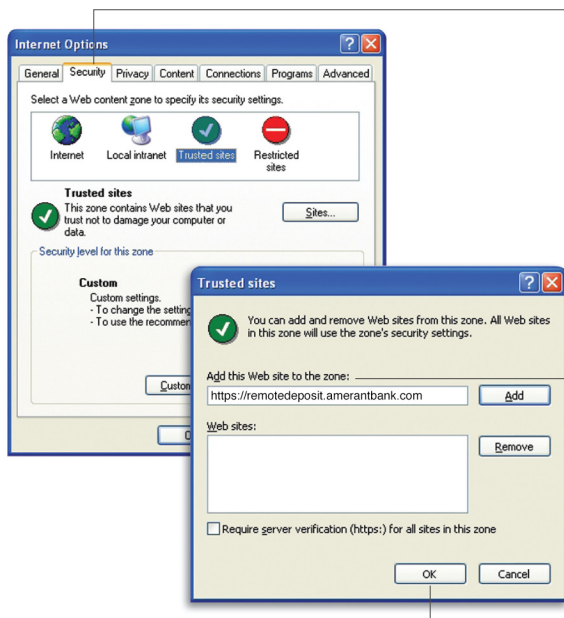A **"Warn"** message indicates that configuration is below minimum standards WebDDL® may not perform optimally.

A **"Fail"** message indicates that configuration will not support WebDDL®; system should be upgraded before continuing with installation.

System Requirements Validation

Test Name	Result	Detected
Operating System	Pass	Windows XP SP 3
RAM (Memory)	Pass	1023.5 MB
Processor	Pass	Intel(R) Core(TM)2 Duo CPU E6550@ 2.33GHz
Primary Hard Drive	Pass	Hard Drive: C: Total: 20.0GB Free: 11.6GB
USB 2.0 Ports	Pass	(2) USB 2.0 ports
Screen Resolution	Pass	1024x768
Internet Explorer	Pass	Version 6.0.2900.5512
.NET Framework	Pass	Microsoft .NET Framework 2.0
Adobe Reader	Pass	Version 9.0
Windows Login Rights	Pass	Group: Administrators
WinZip Utility	Pass	Detected
Proxy Settings	Pass	Connection Established

Test Results

Summary - This systems meets or exceeds all of the minumum requirements.

Advanced Network Configuration   Repeat Test   Close

If you have a non–standard network configuration, have your System Administrator click the **"Advanced Network Configuration"** button at the bottom of the screen and repeat the test after typing in your configuration.
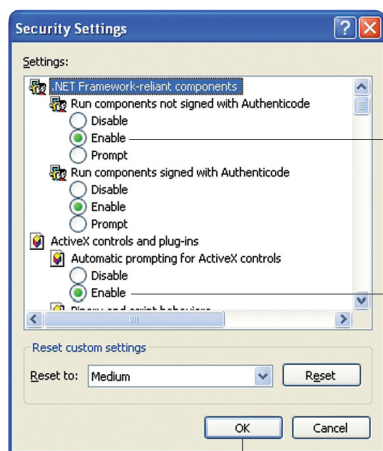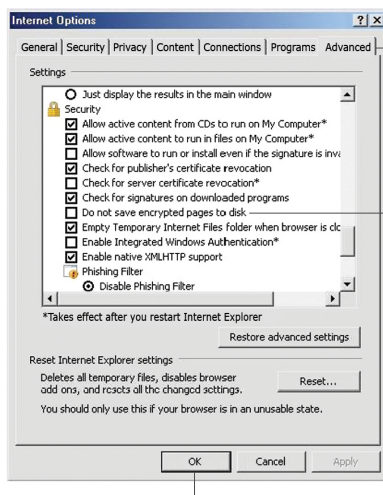
Set Up Internet Explorer®

STEP 5

1. Open Internet Explorer®.

2. Click the **"Tools"** button in the menu at the top of the screen and select **"Internet Options"**.

3. Click the **"Security"** tab. Select **"Trusted Sites"** and click the **"Sites"** button.

4. Type **https://remotedeposit.amerantbank.com** in **"Add this Web site to the zone:"** field and click the **"Add"** button.

5. Click the **"OK"** button.

> We recommend that these steps of the Internet Explorer® set up be handled by your Computer System Administrator

1. While still in the **"Security"** tab, click **"Custom Level"**.

2. Under **"Run components not signed with Authenticode"**, select **"Enable"**.

3. Under **"ActiveX controls and plug-ins"**, select **"Enable"**.

4. Click the **"OK"** button.

5. Select the **"Advanced"** tab.

6. Uncheck the **"Do Not Save Encrypted Pages to Disk"** selection.

7. Click the **"OK"** button.

Set up Security

Your Amerant Bank personal banker will provide you with the following access information.

1. Open Internet Explorer®.

2. Enter **https://remotedeposit.amerantbank.com** in the address bar and click the **"Enter"** key.

3. Click on the **"Help With Security Setup"** link.

4. Click on the **"Download"** link.

5. Select the **"Run"** button and follow the on–screen instructions.

6. Click the **"Close"** button.

Activate computer

STEP 7

1. Open Internet Explorer®.

2. Enter **https://remotedeposit.amerantbank.com** in the address bar and click the **"Enter"** key.

3. Click on the **"Activate Computer"** button at the bottom of the screen.
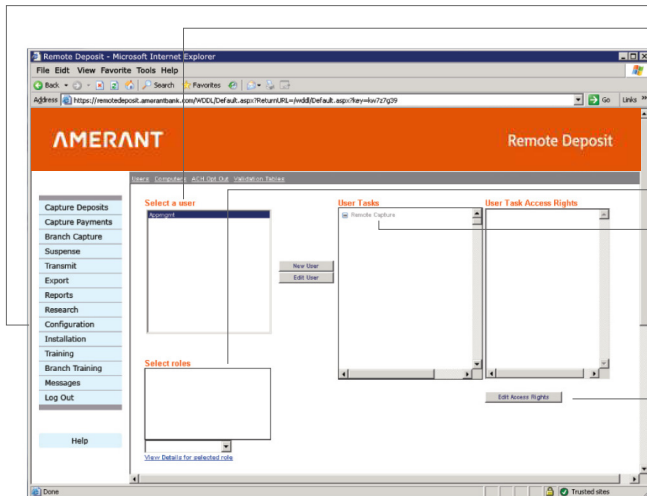

4. Type your **"Activation Key"** in the field and click **"Submit"**.

5. Upon successful completion of activation, click **"Close"**.

Assign Or Change Users Roles

STEP 8

1. Log on to **"Remote Deposit"**.

2. Click on **"Configuration"** from left navigation.

3. Select a user from the drop down menu.

4. Select role(s) for the user.

5. In the User Tasks menu, select **"Remote Capture"**.

6. Click on the **"Edit Access Rights"** button.

7. Select **"Locations and Accounts"** for administrative user access.

8. Click **"OK"**.

Set Up Your Scanner

STEP 9

DO NOT PLUG YOUR SCANNER INTO A POWER SOURCE OR COMPUTER UNTIL THE SET UP INSTRUCTIONS ADVISE YOU DO TO SO.

Identify the power outlet where you plan to plug in your scanner. Identify the area where you plan to set up your scanner. It should be at least 6 inches away from any electrical device, such as a computer monitor, fax machine or cordless phone.

Refer to the Easy Installation Guide included with your scanner to set up your scanner. Or, go online to view or download the installation guide or set up demonstration video.

1. Go to **www.digitalcheck.com**.
2. Click **"Support"** button from the top menu bar.
3. Select **"Video Training"** and click on your model type (either TS240-50 or CX30-IJ).
4. Click on the **"Set Up"** video link.

DO NOT PLUG YOUR SCANNER INTO A POWER SOURCE OR COMPUTER UNTIL THE SET UP INSTRUCTIONS ADVISE YOU DO TO SO.

Install Scanner Driver

STEP 10

DO NOT PLUG YOUR SCANNER INTO A POWER SOURCE OR COMPUTER UNTIL THE SET UP INSTRUCTIONS ADVISE YOU DO TO SO.

Identify the power outlet where you plan to plug in your scanner. Identify the area where you plan to set up your scanner. It should be at least 6 inches away from any electrical device, such as a computer monitor, fax machine or cordless phone.

Refer to the Easy Installation Guide included with your scanner to set up your scanner. Or, go online to view or download the installation guide or set up demonstration video.

1. Open Internet Explorer®.
2. Log on to Remote Deposit.
3. Select **"Installation"** from the menu.
4. Choose your scanner type.
5. Click **"Install"** and follow the computer prompts.
6. Once install is complete, close Internet Explorer® to save the configurations.
7. Connect scanner to PC using USB cable and turn on scanner.
8. Verify the successful installation of the scanner drivers.

   1. Locate the **"My Computer"** icon on your computer. It may be on your desktop or you may access it from the **"Start"** menu on your desktop.
   2. Right-click on the **"My Computer"** icon.
   3. Select **"Manage"**.
   4. Select **"Device Manager"**.
   5. Expand **"Universal Serial Bus Controllers"** by clicking on the **"+"**.
   6. Verify that Scanner lists as a USB device.
   7. (For Windows XP Users Only).

      a. Right-click on **"USB Root Hub"**.
      b. Select **"Properties"**.
      c. Select the **"Power Management"** tab.
      d. Uncheck the checkbox for **"Allow the computer to turn off this device to save power"**.
      e. Click the **"OK"** button.

Caring for Your Scanner

It's important that you visually inspect your scanner on a regular basis to ensure the quality of scanned images and perform routine maintenance. This includes spraying your scanner with compressed air on a regular basis to eliminate dust and fragmented paper.

Find detailed instructions on how to maintain your scanner online.

1. Go to **www.digitalcheck.com**.
2. Click **"Support"** button from the top menu bar.
3. Select **"Video Training"** and click on your model type (either TS240–50 or CX30–IJ).
4. Click on the **"Maintenance"** activities video link.