

SmartBank

Internet Bank Statement History Download Guide FNB New website - 2014



FNB – Business / Personal Banking

FNB - Download History Restrictions

NOTE that FNB ONLY allows access to download “Transaction History” OFC files (and OFX / CSV) for the last 2 to 3 months!!

-> This varies based on the type of account and volume of transactions

Therefore for FNB online bank accounts (and Credit Cards), it is **VERY IMPORTANT** to download transaction history files on a MONTHLY basis (or every 2 months at the latest!)

- Save the files in a special downloads file on your hard drive
- Take backup on a regular basis!!

Then import the OFC files into SmartBank and **SAVE** lots of Bookkeeping **TIME** and **MONEY!!** (The CSV file can be downloaded and saved for back up purposes only)

Otherwise you will have to download the ONLY PDF bank statement files under “Archived Statements” up to the last 2 years and will **NOT** be able to import these files into SmartBank and you will then have to **PUNCH** them into your Cashbook **MANUALLY!!**

Note that CSV file can be downloaded and saved for back up purposes only

Login to the FNB website www.fnb.co.za

The screenshot shows the FNB website homepage. At the top, there is a navigation bar with a search icon, a 'Webroot®' logo, and links for 'Forgot password?' and 'Verify payments'. A red circle highlights the 'Register' link, followed by input fields for 'Username' and 'Password', and an orange 'Login' button. Below the navigation bar, there is a menu with links for 'Home', 'For Me', 'For My Business', 'Exclusive Banking', 'Calculators', 'Rates + Pricing', 'News + Insight', 'About FNB + Legal', 'Contact Us + Tools', and 'Careers at FNB'. The main content area features a large teal banner on the left with the text 'Switch to FNB in under 10 mins' and a 'Do it now' button. To the right of the banner is a video player showing two men, with the text 'Share Saver You don't have to choose your own shares' and a 'Find out how Mike & Tim did it' button. Further right, there are three circular icons with text: 'Important Contact Numbers', 'Find an FNB branch/ATM near you', and 'FSR Share Price'. On the far right, there is an 'Article of Interest' section with the headline 'Score well and the house may be yours' and an illustration of a house.

Search Webroot® Forgot password? Verify payments Register Username Password Login

Home For Me For My Business Exclusive Banking Calculators Rates + Pricing News + Insight About FNB + Legal Contact Us + Tools Careers at FNB

Switch to FNB in under 10 mins Do it now

Share Saver You don't have to choose your own shares Find out how Mike & Tim did it

Important Contact Numbers

Find an FNB branch/ATM near you

FSR Share Price

Article of Interest Score well and the house may be yours

how can we help you? FNB First National Bank

First National Bank - a division of FirstRand Bank Limited. An Authorised Financial Services and Credit Provider 1929/001225/06 (NCRCP20)

Click on “My Bank Accounts” and select the FNB account to open

1) Click on "My Bank Accounts"

2) Then Select the bank account to be opened

My Bank Accounts | My Accounts | My Cards

Search | Download | Print

| Name | Balance | Available Balance | Statements | Transfers | Pay |
|--|-------------|--------------------|------------|-----------|-----|
| Discovery Gold Account 404 *****500 | R -8 302.67 | <u>R 43 687.00</u> | Statements | Transfers | Pay |
| FNB Business Essential Account 6232 | R 97.65 | <u>R 97.65</u> | Statements | Transfers | Pay |
| FNB Business Essential Account 6232 | R 292.01 | <u>R 284.41</u> | Statements | Transfers | Pay |
| Total | -7 913.01 | 44 069.06 | | | |

Click on "Transaction History", "More" or "Search" then "Download"

The screenshot shows the FNB Business Banking interface. At the top, there are navigation tabs: Transaction History (highlighted with a red circle), Detailed Balance, and Statements History. Below the tabs, there's a search bar and a list of accounts. A callout box points to the 'Transaction History' tab with the instruction: "1) Click on 'Transaction History'".

Below the account list, there's a table of transactions. A callout box points to the 'Search' icon in the top right corner with the instruction: "3) For wider range, Click HERE for more 'Search' options -> See below".

Another callout box points to the 'Download' icon in the top right corner with the instruction: "4) Then click on 'Download'".

At the bottom of the table, there's a 'Scroll for more' button. A callout box points to the 'More' button in the bottom right corner with the instruction: "2) Click on 'More' if more transactions are required".

| Date | Description | Reference | Service Fee | Amount | Balance |
|-----------------|-------------------|------------------|-------------|-----------|----------|
| Fri 04 Apr 2014 | TRANSFER | TRANSFER | 3.80 | -2 200.00 | 292.01 |
| Wed 02 Apr 2014 | VIRGIN MONEY | 5286250143107014 | 0.00 | -960.00 | 2 492.01 |
| Wed 02 Apr 2014 | LOAN TO SMARTBANK | | | -700.00 | 3 452.01 |

how can we help you? FNB First National Bank

UID: 3794089 | SUPRT NR: 8600757 | TECH REF: A4-102-L-L20140408183840

Select the OFC or OFX file format to download (PDF for print only!)

The screenshot shows the 'Download Transaction History' interface. It features a 'Download Format:' dropdown menu with a search bar and a list of file formats. The 'Download' button is highlighted in orange. Three callout boxes provide instructions: 1) Click HERE to view Download options (pointing to the dropdown), 2) Select OFC or OFX files for importing SmartBank -> NNB - Select the SAME file type consistently (pointing to the OFX and OFC options), and 3) Then click on "Download" (pointing to the orange button). Additional callouts note that PDF is for printing and manual checking only, and that CSV is coming soon for business and private accounts.

1) Click **HERE** to view Download options

2) Select OFC or OFX files for importing SmartBank
-> NNB - Select the **SAME** file type consistently

3) Then click on "Download"

Download Format:
 Please Select

Search...

- Please Select
- Adobe Acrobat(TM) (PDF)
- Comma Sep. Values (CSV)
- Quicken Format(TM) (QIF)
- Microsoft Money(TM) (OFC)
- Microsoft Money(TM) (OFX)

Print PDF for PRINTING & manual checking ONLY

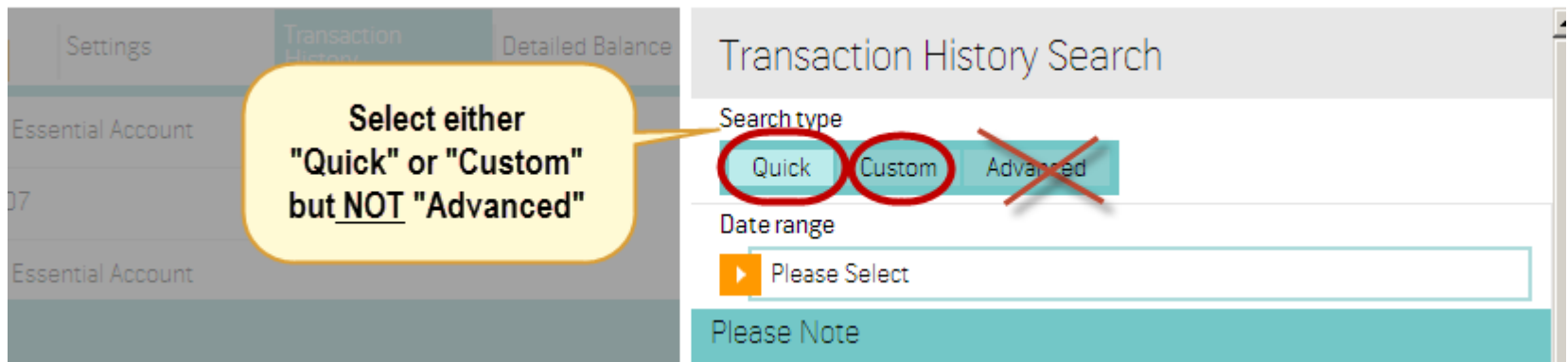
CSV coming soon
- "Business account" is working
- "Private account" will be working soon

Cancel Download

Click on the “Search” for wider range of transactions



Then Select **“Quick”** or **“Custom”** but NOT **“Advanced”**



For Quick Search -Select "Date range", "View" and then "Download"

Select Date Range and then:
- View and then Download

After viewing the Search content,
-> Click on "Download"

| Description | Reference | Service Fee | Amount | Balance |
|----------------------------------|-------------------|-------------|------------------|----------|
| TRANSFER | TRANSFER | 3.80 | <u>-2 200.00</u> | 292.01 |
| VIRGIN MONEY | 5286250143107014 | 0.00 | <u>-960.00</u> | 2 492.01 |
| LOAN TO SMARTBANK | LOAN TO SMARTBANK | 3.80 | <u>-700.00</u> | 3 452.01 |
| ABSA BANK Comessa Food Service | | 0.00 | <u>4 060.00</u> | 4 152.01 |
| #SERVICE FEES | | 0.00 | <u>-12.40</u> | 92.01 |
| BIS/INT 1 ON TRUE TIERING = 8.60 | | 8.60 | <u>0.00</u> | 104.41 |
| INT ON DEBIT BALANCE | | 0.00 | <u>-0.01</u> | 104.41 |

Scroll for more

FNB

Close

For Custom Transaction History Search

-> Tick **BOTH "Debit" & "Credit"**

-> Select **"From & To Dates"** and **"Search"**

The screenshot shows the 'Transaction History Search' interface. It features a 'Search type' section with 'Quick', 'Custom', and 'Advanced' buttons. Below this is a section titled 'I would like to search' with two checkboxes: 'Debit' and 'Credit', both of which are checked. A 'From date' field is set to 'Sat 01 Mar 2014'. At the bottom, there are 'Close' and 'Search' buttons. Four yellow callout boxes with red borders provide instructions: 1) 'Tick on "Custom" Bank Statements' points to the 'Custom' button; 2) 'Tick on BOTH "Debit" AND "Credit"' points to the checked checkboxes; 3) 'Select the "From date" & the "To date"' points to the 'From date' field; 4) 'Then click on "Search"' points to the 'Search' button.

1) Tick on "Custom" Bank Statements

2) Tick on BOTH "Debit" AND "Credit"

3) Select the "From date" & the "To date"

4) Then click on "Search"

View and then click on “Download”

After viewing the Search content,
-> Click on "Download"

| Description | Reference | Service Fee | Amount | Balance |
|----------------------------------|-------------------|-------------|------------------|----------|
| TRANSFER | TRANSFER | 3.80 | <u>-2 200.00</u> | 292.01 |
| VIRGIN MONEY | 5286250143107014 | 0.00 | <u>-960.00</u> | 2 492.01 |
| LOAN TO SMARTBANK | LOAN TO SMARTBANK | 3.80 | <u>-700.00</u> | 3 452.01 |
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| BIS/INT 1 ON TRUE TIERING = 8.60 | | 8.60 | <u>0.00</u> | 104.41 |
| INT ON DEBIT BALANCE | Scroll for more ▼ | 0.00 | <u>-0.01</u> | 104.41 |

FNB

Close

Select the OFC or OFX file format to download (PDF for print only!)

The screenshot shows the 'Download Transaction History' interface. The 'Download Format:' dropdown menu is open, showing options: 'Please Select', 'Adobe Acrobat(TM) (PDF)', 'Comma Sep. Values (CSV)', 'Quicken Format(TM) (QIF)', 'Microsoft Money(TM) (OFC)', and 'Microsoft Money(TM) (OFX)'. The 'Download' button is highlighted in red.

1) Click **HERE** to view Download options

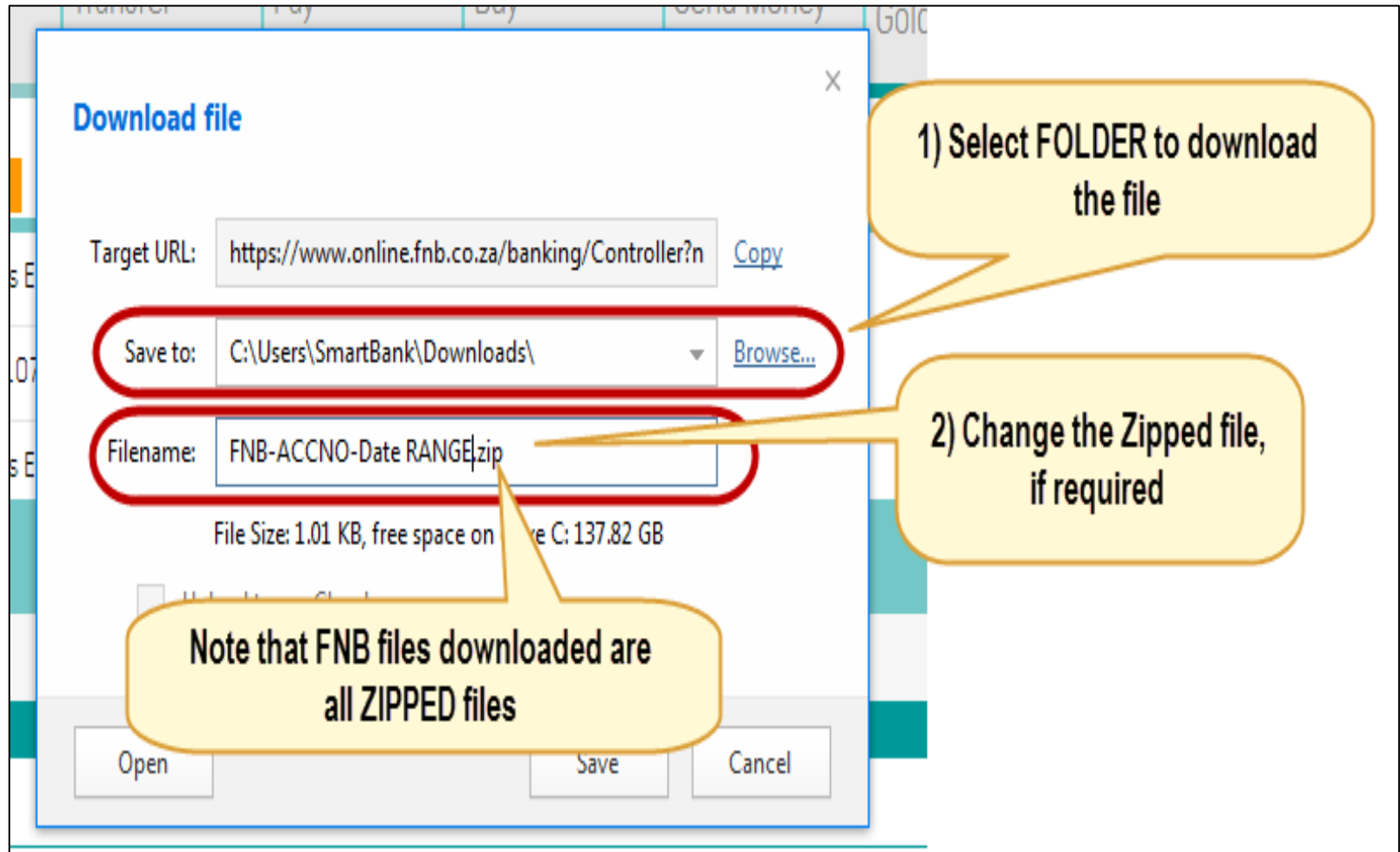
2) Select OFC or OFX files for importing SmartBank -> NNB - Select the **SAME** file type consistently

Print PDF for **PRINTING & manual checking ONLY**

CSV coming soon Business account is working but Private account will be working soon

3) Then click on "Download"

Select the download folder & rename the Zipped File name

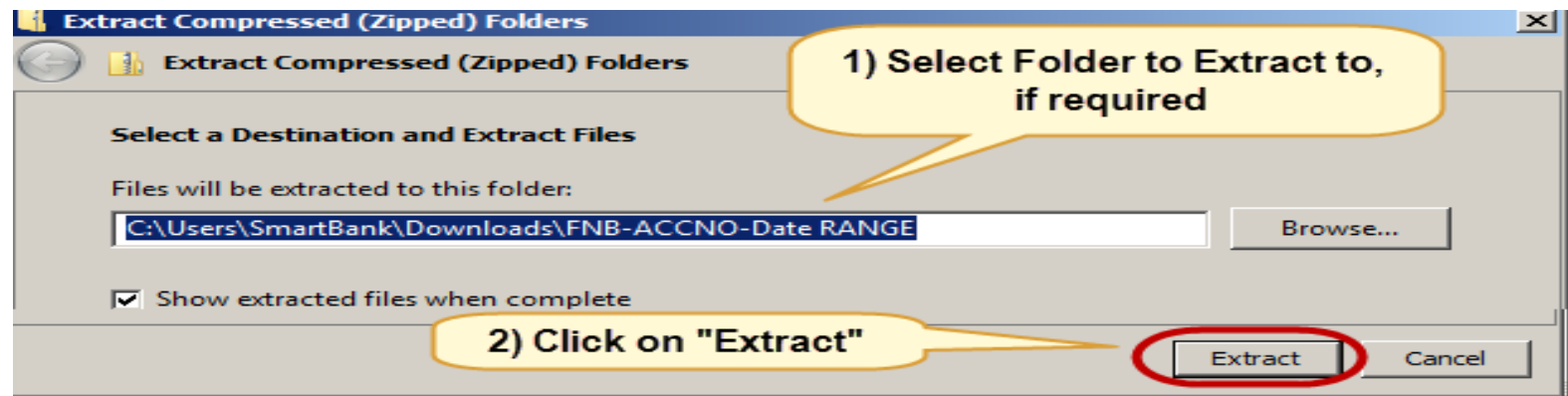
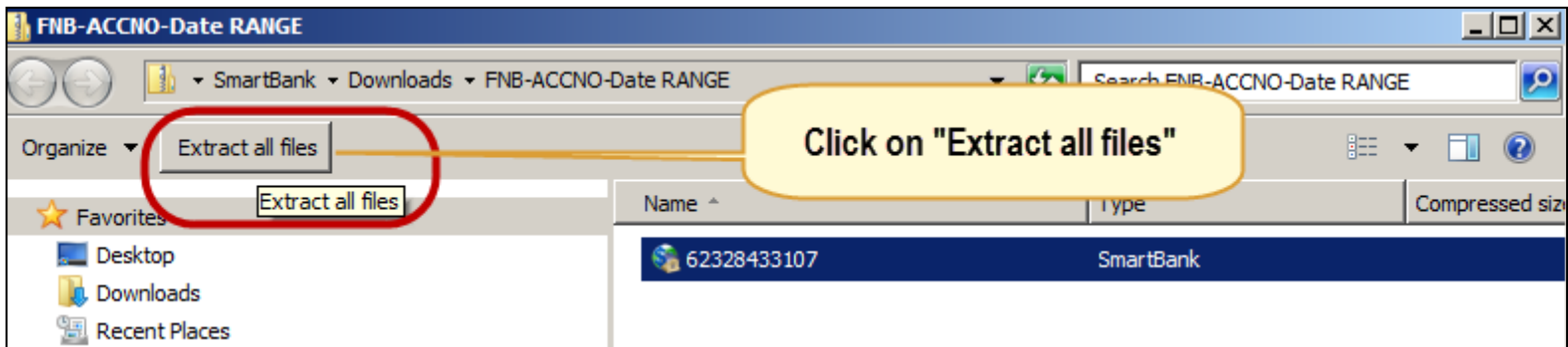
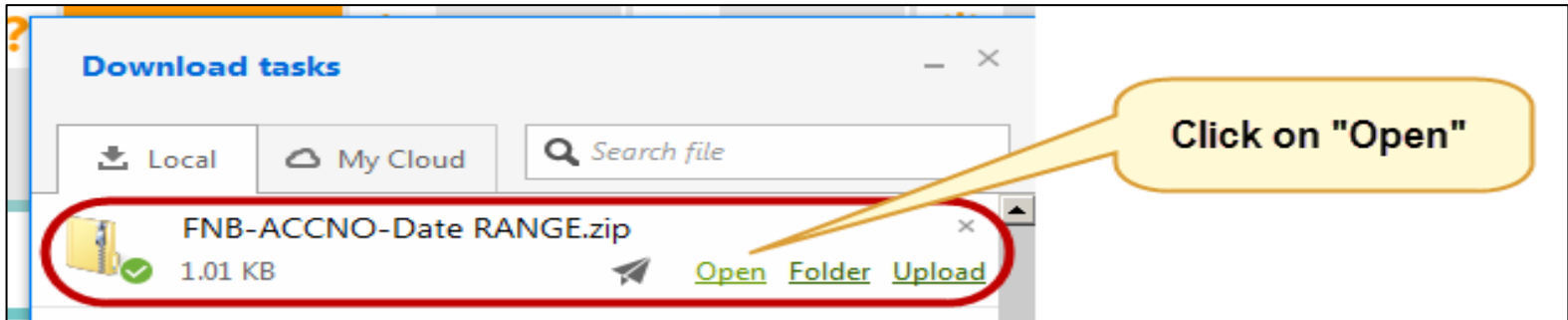


The image shows a 'Download file' dialog box with the following fields and annotations:

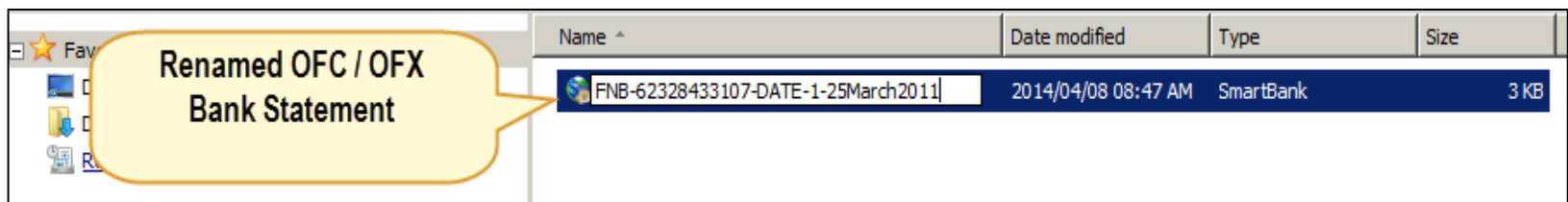
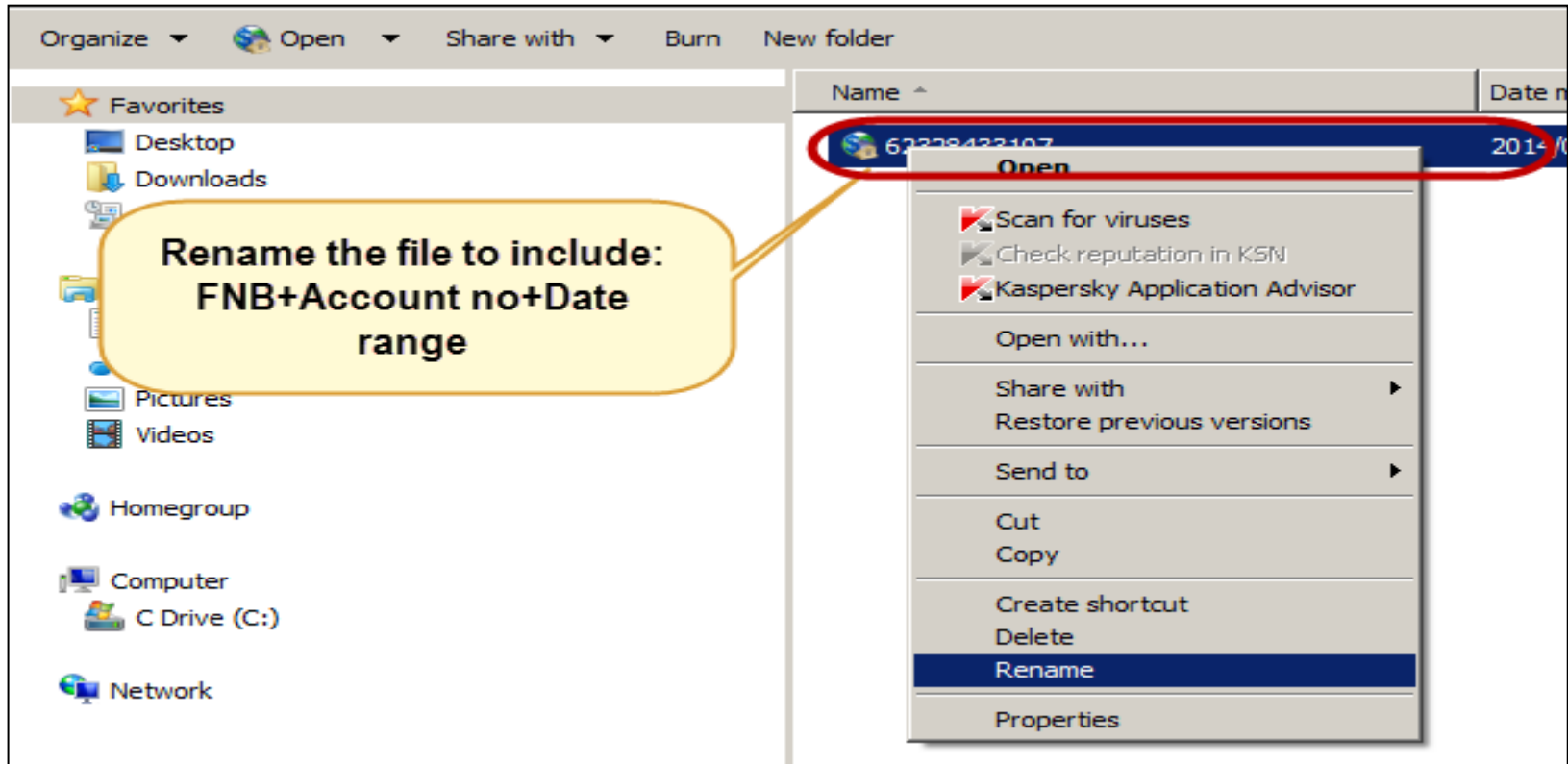
- Target URL:** <https://www.online.fnb.co.za/banking/Controller?n> [Copy](#)
- Save to:** C:\Users\SmartBank\Downloads\ [Browse...](#) (Annotated with a red circle and a callout: "1) Select FOLDER to download the file")
- Filename:** FNB-ACCNO-Date RANGE.zip (Annotated with a red circle and a callout: "2) Change the Zipped file, if required")
- File Size:** 1.01 KB, free space on drive C: 137.82 GB
- Buttons:** Open, Save, Cancel

Note that FNB files downloaded are all ZIPPED files

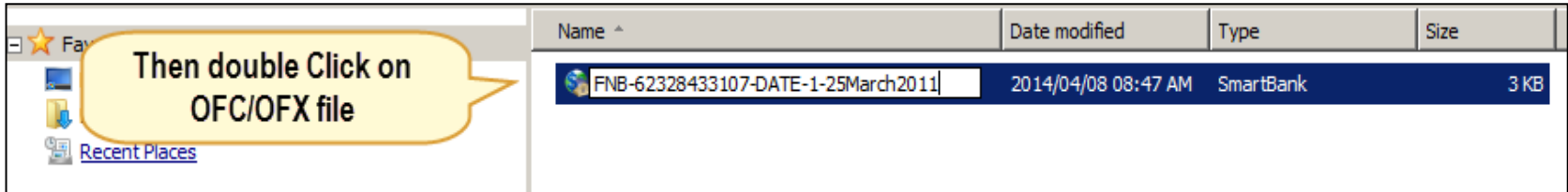
Open the file downloaded, Click on “Extract” and Extract the file



Rename the extracted FNB file downloaded



Double click & View the file content downloaded (Auto viewed by SmartBank)



This is a Preview screen Only. To Import and Keep this file run **SmartBank** and use a your company or the default one **click on import** the import assistant will then guide you.

File Details

| | | | |
|-------------|--------------------------------|------------------|--------------------|
| Dates | 01/07/2013 - 03/07/2013 | Starting Balance | 41,626.23 |
| Deposits | 178,856.61 | Ending Balance | 88,520.96 |
| Withdrawals | -131,961.88 | Account # | 50151130537 |

Bank Statement summary

| Date | Memo | Amount | Balance | Acc | Allocation | Reference | Tax Type | Ledger D |
|--------------|--------------------------|------------|------------|-----|------------|-----------|----------|----------|
| 1 2013/07/01 | RETAIL SHEETMETAL UNP 12 | 19,998.81 | 65,392.41 | C | | D0701004 | | RETAIL S |
| 2 2013/07/01 | SHANI SILVER RAY 046282 | 113,464.20 | 178,856.61 | C | | D0701005 | | SHANI SI |
| 3 2013/07/01 | SMARTBANK COLLECTION CPX | 1,800.00 | 37,596.00 | C | | D0701002 | | SMARTBA |
| 4 2013/07/01 | ZBank OB PMT C4794 | 35,796.00 | 35,796.00 | C | | D0701001 | | ZBank Ob |
| 5 2013/07/01 | ZBank OB PMT MEXICORN | 7,797.60 | 45,393.60 | C | | D0701003 | | ZBank Ob |

Files can be exported to Excel

Export To Excel Close

Other FNB Import options

SmartBank also can import Recreated Statements (using the Business Account only) -> OFX or CSV files)

Interim Statements is not functioning yet BUT will be available soon

Other FNB Bank Statement Download options

The screenshot displays the 'Transaction History' menu in the SmartBank FNB Business Banking interface. The menu is highlighted in orange and contains the following items:

- Popular
 - My Bank Accounts
 - My Bank Cards
 - Account Settings
 - Transaction History
 - Detailed Balance
- Statements
 - Statement History
 - Interim Statement
 - Recreated Statements
- Apply
 - New Accounts

Three callout boxes provide additional information:

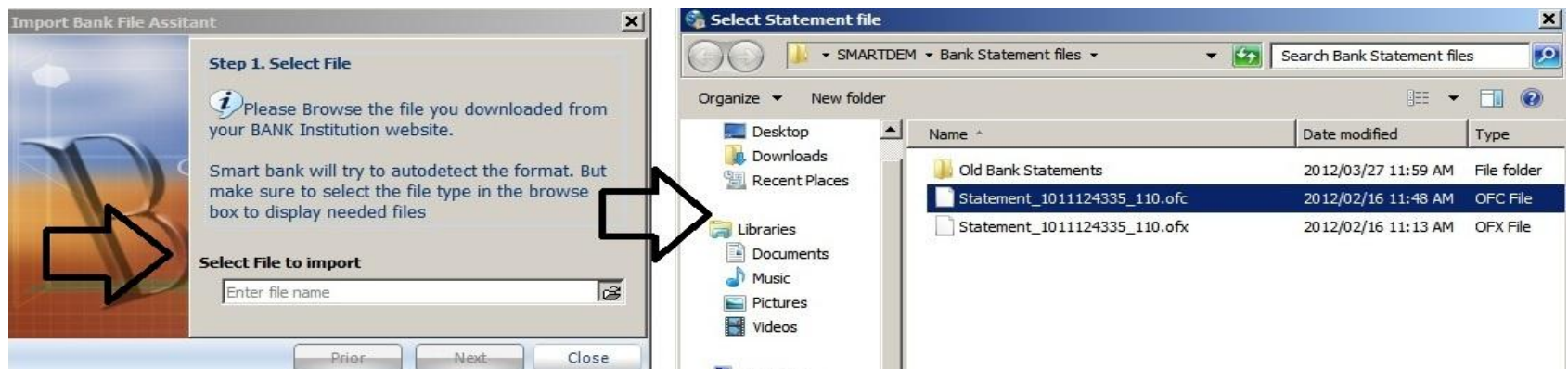
- 1) Click on "Menu" (pointing to the orange menu bar)
- Interim Statements do NOT work for Smartbank currently
- Recreated Statements do normally work for OFX and CSV files

The 'Interim Statement' and 'Recreated Statements' options in the 'Statements' section are circled in red.

Then open SmartBank & the company...and import the Internet Banking OFX file using the SmartBank “Import Assistant”



Let SmartBank walk you through how to select, preview and then import your downloaded bank statement file



SmartBank compatible bank account download files

| FNB - Business / Personal | <u>OFC</u> | <u>OFX</u> | <u>CSV</u> |
|----------------------------------|-------------------|-------------------|-------------------|
| - Transactions | Y | Y | Y |
| - Recreated | NA | Y | Y |
| - Interim | N | N | N |
| - Credit card / Discovery | Y | Y | Y |

FNB accessible "Transaction history" is ONLY available for between 2 to 3 MONTHS

| Nedbank - Business / Personal | <u>OFC</u> | <u>OFX</u> | <u>CSV</u> |
|--------------------------------------|-------------------|-------------------|-------------------|
| - NedBank - Business / Personal | N | N | Y |
| - NedBank - Credit card | N | N | Y |

Nedbank accessible "Transaction history" is only available for between 2.5 to 3 YEARS

| Standard Bank | <u>OFC</u> | <u>OFX</u> | <u>CSV</u> |
|-------------------------------|-------------------|-------------------|-------------------|
| - Standard Bank - Business | NA | Y | Y |
| - Standard Bank - Credit Card | NA | Y | Y |

Standard Bank accessible "Transaction history" is ONLY available to 6 MONTHS

| ABSA | <u>OFC</u> | <u>OFX</u> | <u>CSV</u> |
|------------------------------|-------------------|-------------------|-------------------|
| - ABSA - Business / Personal | Y | N | N |

ABSA Bank accessible "Transaction history" is ONLY available for between 2 to 3 MONTHS

| Investec | <u>OFC</u> | <u>OFX</u> | <u>CSV</u> |
|-----------------|-------------------|-------------------|-------------------|
| - Investec | NA | N | Y |

Investec Bank accessible "Transaction history" is ONLY available for between 2 to 3 MONTHS

| Capitec | <u>OFC</u> | <u>OFX-2</u> | <u>CSV</u> |
|-----------------|-------------------|---------------------|-------------------|
| - Coming soon!! | N | Y | N |

Capitec Bank accessible "Transaction history" is ONLY available for between 2 to 3 MONTHS