

# BEA Corporate Online

## Alert Subscriptions (Corporate Users)

This document is produced by The Bank of East Asia, Limited (“BEA”). It is intended to serve as a general guideline for use of our BEA Corporate Online services. While every effort has been made to ensure accuracy, BEA makes no representation or warranty, express, implied, or statutory, with respect to, and assumes no responsibility for, the accuracy, completeness, sufficiency, or usefulness of the information contained herein.

The Bank of East Asia, Limited

# Contents



## 1. Subscribe/Unsubscribe Alerts

**3**

All users can subscribe/unsubscribe/change their alert notification channels assigned to them via BCO.

This functionality only applies to non-mandatory alerts.

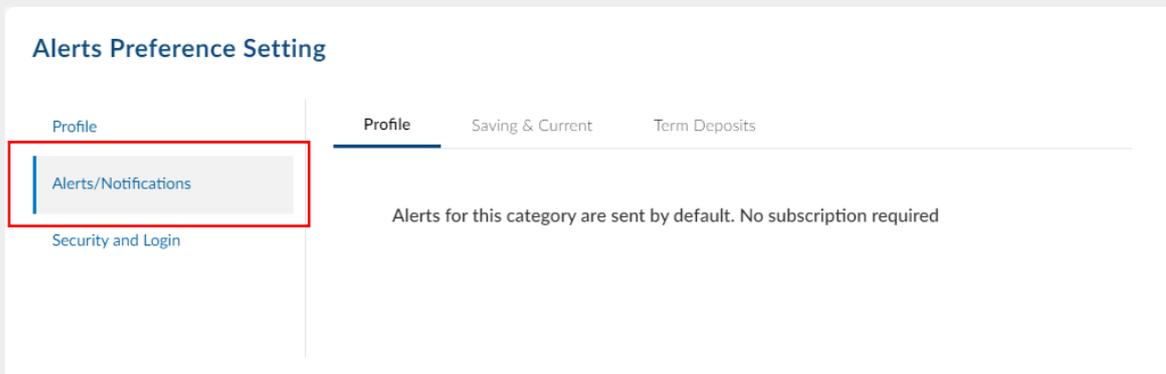
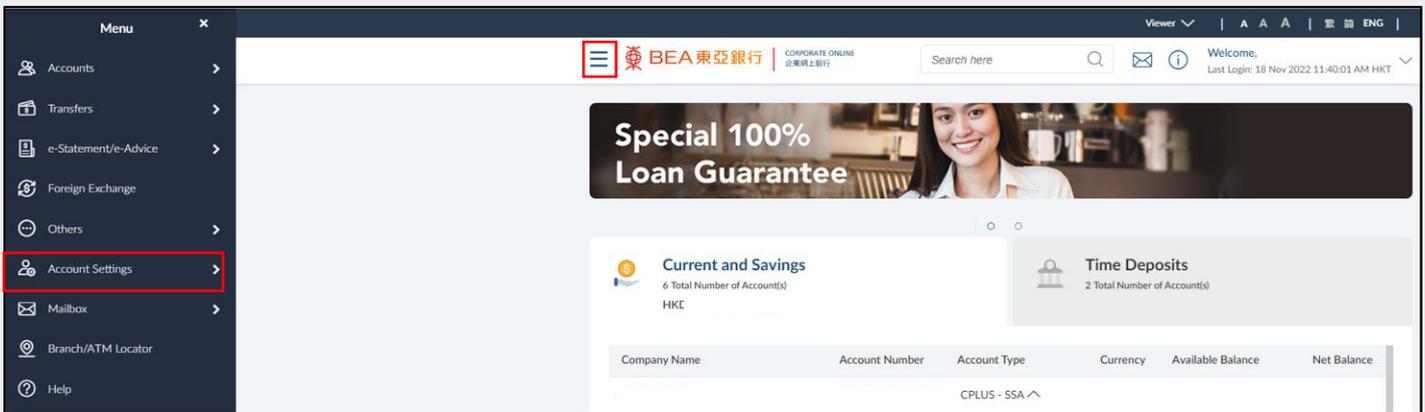
# 1. Subscribe/Unsubscribe Alerts



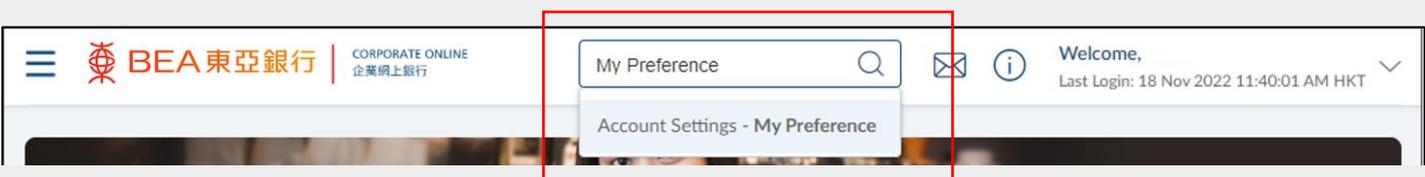
Users can subscribe for the alerts available to them and select their notification channel(s).

## How to get here

a. Menu > Account Settings > My Preference > Alerts/Notification; or



b. Quick search > type "My Preference" > Alerts/Notification



Step 01 Subscription Alert

1. Select the account.
2. Select the appropriate icon to set the subscription alert/notification channel(s).
  -  Send alert as an email
  -  Send alert as an SMS to the user's mobile number

A visual element will appear on the selected icon.

\*For example,  means email alerts/notifications were selected.

3. Click on "Save" to complete the process.

