



## **Quicken for Mac 2016-2018**

### **“Express Web Connect”**

To ensure connectivity to download transactions from your **Farmers & Merchants MeBanking** account(s), you will need to perform the following tasks on the dates indicated below in order to maintain proper functionality. Please follow the instructions exactly as described and in the order presented. This process takes approximately 15-30 minutes.

**NOTE: Quicken Express Web Connect** uses the same User ID and Password as your **MeBanking** User ID and Password

### **Quicken Backup – Please complete before May 31, 2018**

1. Backup your data file. For instructions to back up your data file, choose **Help** menu > **Search**. Search for **Backing Up**, select **Backing up data files**, and follow the instructions.
2. Download the latest Quicken Update. For instructions to download an update, choose **Help** menu > **Search**. Search for **Updates**, select “Check for Updates,” and follow the instructions.

### **Connect to at Farmers & Merchants Bank – <https://www.mebanking.com/> for a final Download – Please complete on or after May 31, 2018**

1. Select your account under the **Accounts** list on the left side.
2. Choose **Accounts** menu > **Update Selected Online Account**.
3. Repeat steps for each account (such as checking, savings and credit cards) that you use for online banking.

**[Disconnect Accounts at Farmers & Merchants Bank – https://www.mebanking.com/ – Please complete on or after June 11, 2018](https://www.mebanking.com/)**

1. Select your account under the **Accounts** list on the left side.
2. Choose **Accounts** menu > **Settings**.
3. Select **Troubleshooting** > **Deactivate Downloads**.
4. Repeat steps for each account to be disconnected.

**[ReConnect Accounts to Farmers & Merchants Bank \(AR\) Retail or Farmers & Merchants Bank \(AR\) Biz – Please complete on or after June 11, 2018](#)**

1. Select your account under the **Accounts** list on the left side.
2. Choose **Accounts** menu > **Settings**.
3. Select **Set up transaction download**.
4. Enter **[Farmers & Merchants Bank \(AR\) Retail or Farmers & Merchants Bank \(AR\) Biz](#)** in the **Search** field, select the name in the **Results** list and click **Continue**.
5. Enter your **User ID** and **Password** and click **Continue**.
6. If the bank requires extra information, enter it to continue.

**NOTE:** Select “Express Web Connect” or “Quicken Connect” for the “Connection Type” if prompted.

7. In the “**Accounts Found**” screen, ensure you associate each new account to the appropriate account already listed in Quicken. Under the **Action** column, select “**Link**” to pick your existing account.

**IMPORTANT:** Do **NOT** select “**ADD**” under the action column.

8. Click **Finish**.

***Thank you for making these important changes!***