Quicken: Windows Express
WyHy Digital: Online & Mobile Banking

> **!** You should perform the following instructions exactly as described and in the order they are written. If you do not, your online banking connectivity may stop functioning properly. This conversion should take between 15 - 30 minutes.

Step 1: Backup & Download

1 Back up your Quicken data file by going to **File**, **Backup and Restore**, and **Backup Quicken File**.

2 Download the latest Quicken update by selecting **Help**, then **Check for Updates**.

3 Complete a last transaction update to ensure your transaction history is up to date. Repeat this step for each account you need to update. Accept all new transactions into the appropriate registers.

Step 2: Deactivate Accounts

1 Choose **Tools**, then select **Account List**. Click **Edit** on the account to deactivate it. In Account Details, click **Online Services.** Click **Deactivate**. Follow prompts to confirm.

2 Click the **General t**ab. Delete the Financial Information and Account Number Information. Click **OK** to close the window. Repeat steps for any additional accounts.

Step 3: Reactivate Accounts

1 Choose **Tools**, then select **Account List**. Click **Edit** on the account you want to activate. In Account Details, click **Online Services**, then choose **Set Up Now**.

2 Type WyHy Federal Credit Union in the search field and click **Next**. Enter WyHy's login and password info. *Express Web Connect will use the same WyHy login info, but Direct Connect might require a different login and password you previously set up.*

3 Select **Link to an Existing Account** and select the matching accounts in the drop-down menu. *Do not click Create a New Account unless you intend to add a new account to Quicken.* Click **Next** and then **Done**.