

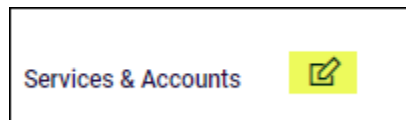
## Remote Deposit Capture

### Enabling Single Sign-On for DirectLink Merchant Users

As an admin user, you have the ability to add additional users to Remote Deposit via the DLM website by going to Administration and clicking the + symbol. Your new user will receive emails with their user ID and reset password link. If this new user also logs into Business Online Banking, you can link their access so they also have the direct link drop-down option. In order to link the Remote Deposit Check Capture option, please update their entitlements via Business Online Banking by following the steps below.

#### Turning on Single Sign-On for others users (Not the Primary Admin)

1. Click **Administration > Company Administration > Manage Users**.
2. On the User Administration page, in the **User ID** column, click the link associated with the user.
3. On the User Profile page, click the **Edit icon** next to **Services & Accounts** section.



4. Click **Plus Sign** to the right of **Remote Deposit Check Capture** service.



5. Click the **Edit** Icon



6. Type the user's DLM User Name in the **Link the user to this Remote Deposit Check Capture user ID** field.

Remote Deposit Check Capture

Link the user to this Remote Deposit Check Capture user ID:

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7. Click **Save Changes**.