

Access to PNC's Online Resource Center

This supportive tool is available on PNC Corporate and Institutional Resource Center which is accessible at: <http://pncresourcecenter.learn.com>.

You will need to register the FIRST time you use this online resource center. To register click the Register button:

The screenshot shows the PNC Corporate & Institutional Resource Center registration page. At the top, a blue banner reads "Powered by Learn.com - Microsoft Internet Explorer provided by National City Corporation". Below this is the browser's address bar showing "http://pncresourcecenter.learn.com/center.asp?id=178411". The PNC logo is prominently displayed on the left, with the text "Corporate & Institutional Resource Center" to its right. A horizontal banner image shows two people walking in a modern office building. The main content area is divided into two sections: "Registered Users:" and "New Users:". The "Registered Users:" section includes a text input field for "Email Address:" and two buttons: "PINACLE® Training" and "Other C&IB Training". The "New Users:" section features the text "First time here? Please register." and a blue "Register" button. A black arrow points from the left towards the "Register" button. Below the registration options, there is a "Need Help?" section with a paragraph of text: "The Resource Center is best viewed using Internet Explorer Version 5.5 through Version 7. (Internet Explorer Version 8 works too, but you will find that earlier versions work best.) We do not currently support Mozilla, Safari or other browsers." and a link to "email us" or call "800-888-1618". The bottom of the screenshot shows the Windows taskbar with several open applications, including "PCPH roster.xls [Rea...", "TN3270M2-TSys - EX...", "PNC C&IB Resource ...", and "Self Directed VIM & C...".

You will be taken to this registration screen:

User Links

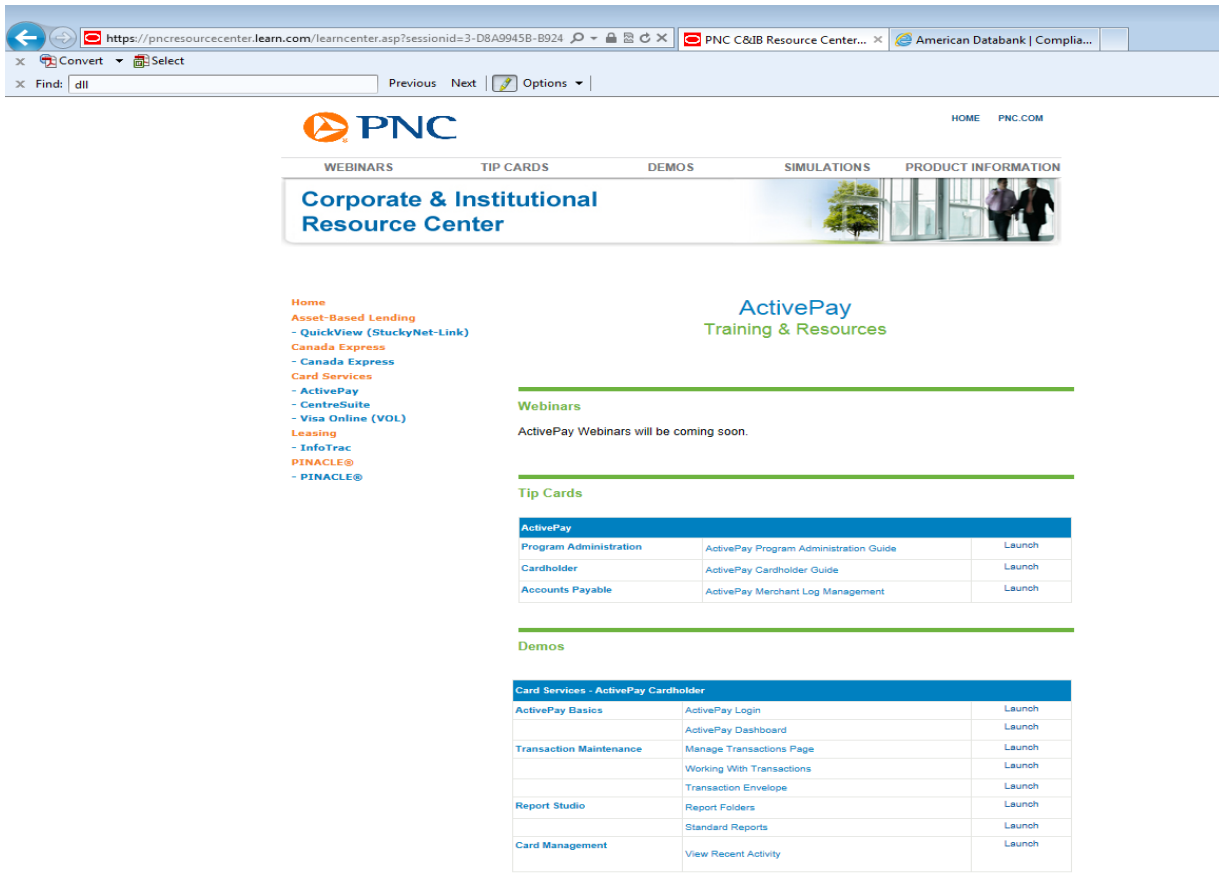
- Type in your RIT email address
- Type in your first and last name
- For the Company Name enter: Rochester Institute of Technology
- For the Company User ID enter: RIT
- Click the “Other C&IB Training” button

Once registered, the next time you access this site, you will just enter your Email Address and select “Other C&IB Training” and it will take you to:

On the left hand side of the screen there is a column of clickable options. Click the link “ActivePay” under the Card Services section.

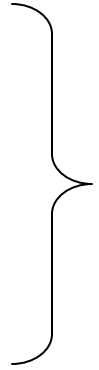


You will be taken to the ActivePay Training & Resources page:

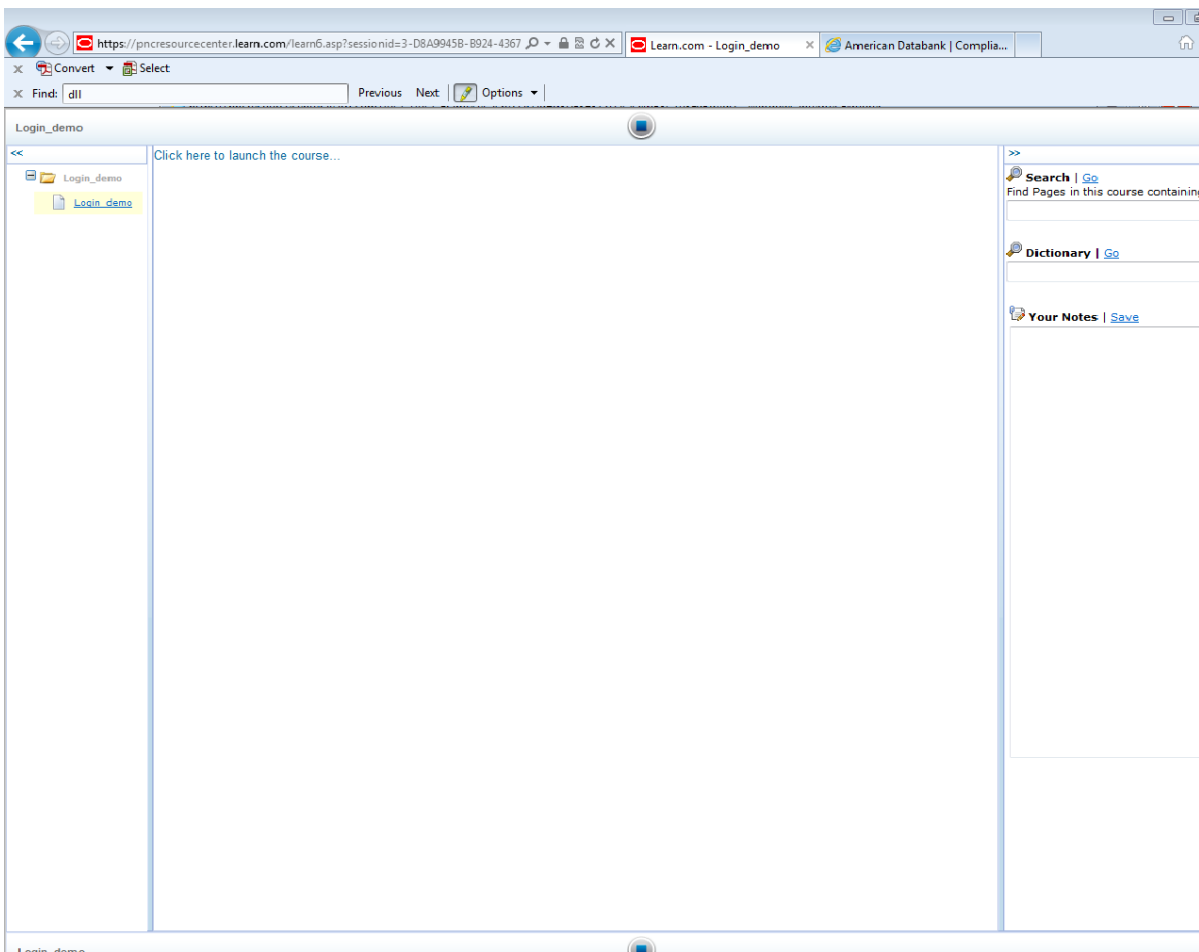


The card holder demos are the first set of videos under the Demo sections. Please watch all 8 demos included in the “Card Services – ActivePay Cardholder” table.

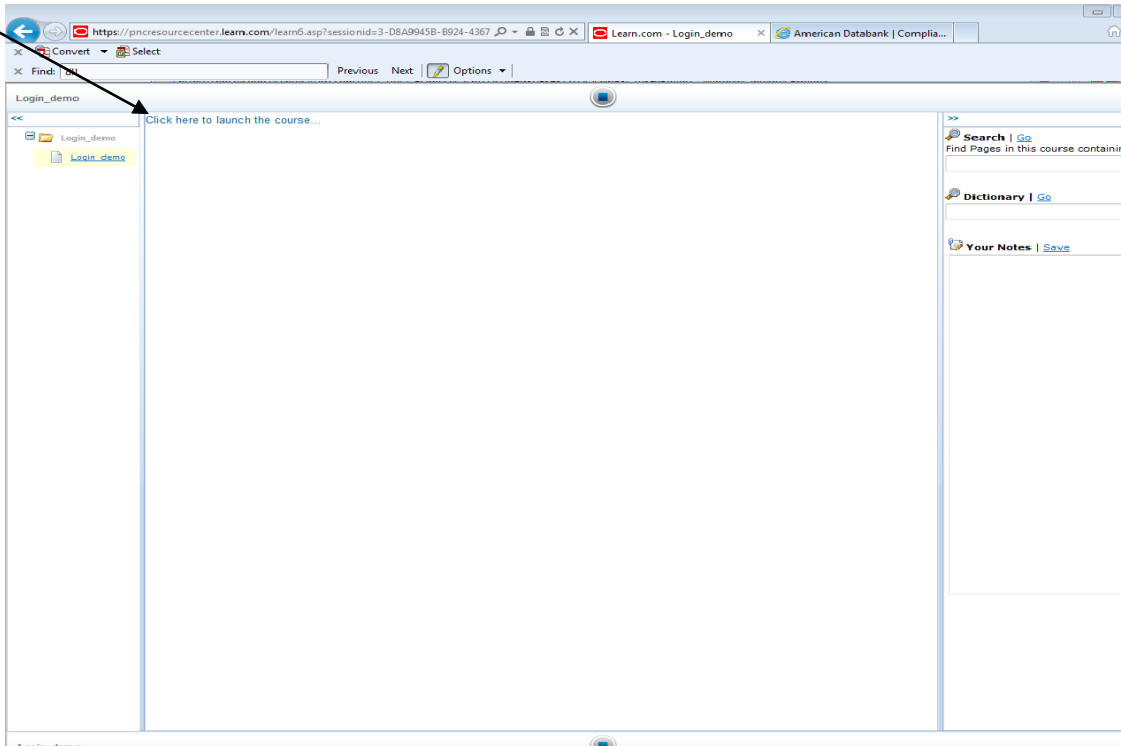
Card Services - ActivePay Cardholder		
ActivePay Basics	ActivePay Login	Launch
	ActivePay Dashboard	Launch
Transaction Maintenance	Manage Transactions Page	Launch
	Working With Transactions	Launch
	Transaction Envelope	Launch
Report Studio	Report Folders	Launch
	Standard Reports	Launch
Card Management	View Recent Activity	Launch



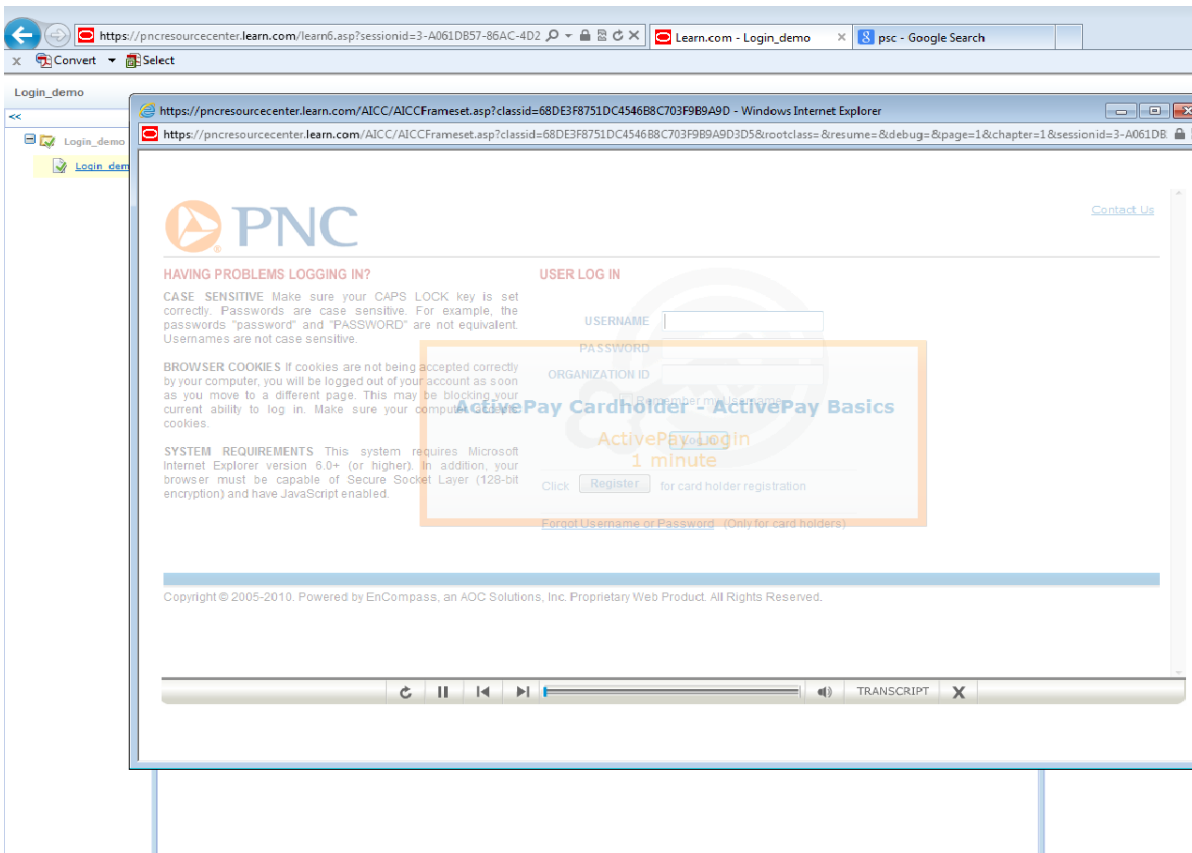
To launch the video click the “Launch” hyperlink to the right of the video title. This will take you to a new screen:



Click on the “Click here to launch the course...” link to begin the video.



A new window will be launched and your screen may grey-out for a few seconds while the video is loading:



Once the video is complete you will need to exit out of the video window. You will need to triple click the back button to return to the ActivePay Training & Resources page. Continue watching the videos until you have successfully completed all 8 demos.

The average demo video is only 1-2 minutes, so please, turn up your volume and sit back and enjoy!