

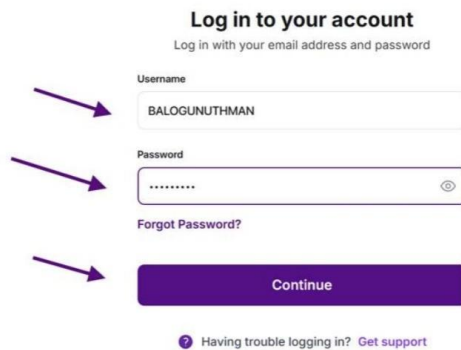
FCMB Business Online – Corporate Job Card

Step 1: Login to Your Account

Login to your current Corporate Internet Banking Platform, on the landing page, You will see the below communication, Select the Start now Button and you will be navigated to the FCMB Business Online platform



- (i) Log in using your existing username and password.

A login form titled "Log in to your account" with the subtitle "Log in with your email address and password". It contains three input fields: "Username" with the value "BALOGUNUTHMAN", "Password" with masked characters "*****", and a "Forgot Password?" link. Below the password field is a blue "Continue" button. At the bottom, there is a link "Having trouble logging in? Get support". Three purple arrows point to the Username field, the Password field, and the Continue button.

- (ii) If your username and password is correct, the system will take you to a page that tells you to set up your profile on the new platform.

- (iii) Enter your basic details. Please ensure that your email address and phone number are valid, as they will be used for login going forward.

Note: why do we need your basic details? The new system uses emails to identify usernames thereby ensuring you have one on one relationship with FCMB so we can serve you better.

Business name

BALOGUN UTHMAN OLASUNKANMI

Email address

This will be your new login email for the platform.

Email is required

Mobile number

+234

Password

Create a strong password

Confirm password

Re-enter your password

☐ I agree to FCMB's [Terms of Service](#) and [Privacy Policy](#)

Get started

FCMB

Expense account | **** 1789

N120,000.00

Last 30 days

N290,456.00

Jul 8

Aug 4

Aug 13

Aug 30

Aug 30

Aug 30

Join 1,000,000+ business owners who trust FCMB

Corporate Internet banking to manage their transactions seamlessly.

Go to Settings to activate Windows.

uthmanola@yahoo.com

This will be your new login email for the platform.

Mobile number

+234

8058377768

Password

.....

A capital letter

A number

A special character (e.g., @, #, \$, %)

At least 14 characters

Confirm password

.....

Passwords match

☒ I agree to FCMB's [Terms of Service](#) and [Privacy Policy](#)

Get started

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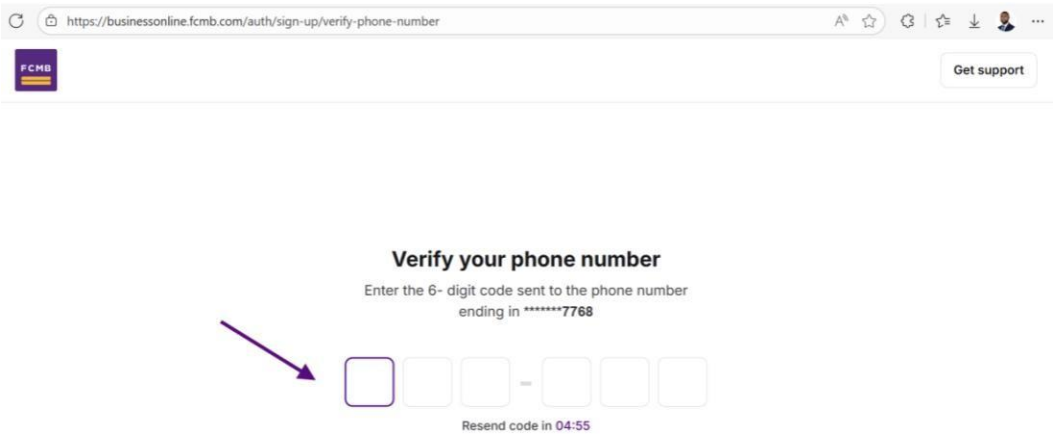
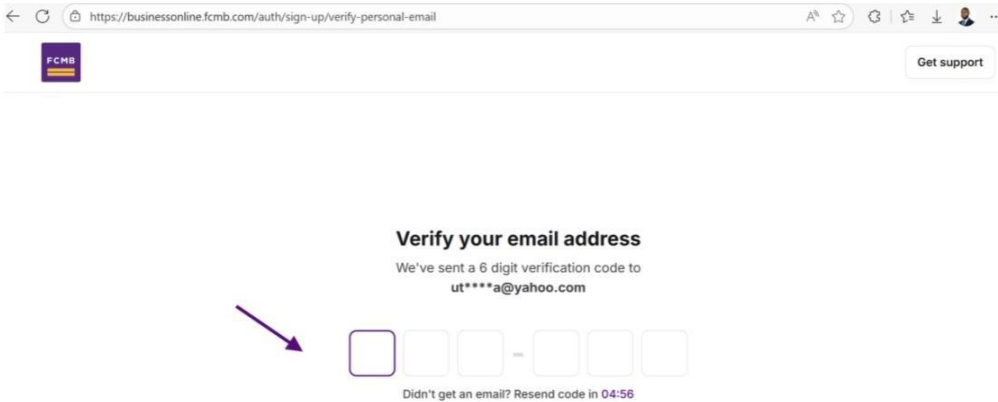
Aug 30

Join 1,000,000+ business owners who trust FCMB

Corporate Internet banking to manage their transactions seamlessly.

Go to Settings to activate Windows.

- (iv) Once you click on ‘Get started’, we will verify your phone number and email; then take you to a page to set up your Authenticator App.



Step 2: Set Up Your Authenticator App

- (i) After the verification, you will be prompted to set up Two-Factor Authentication (2FA).

TAKES 2 MINUTES

Set up two-factor authentication

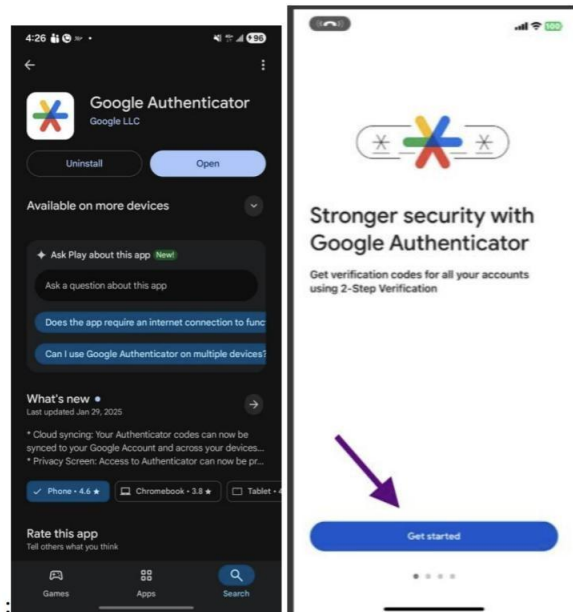
Use authentication codes to confirm account log in and sensitive actions.

Authenticator app Recommended

Use an app to get authentication codes when prompted

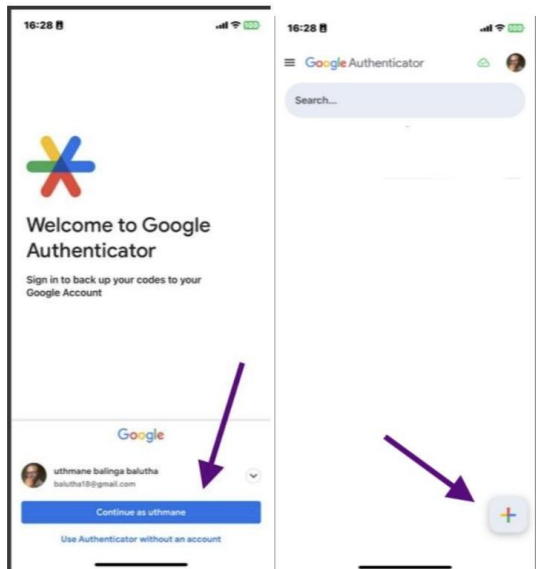
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- (ii) We recommend downloading **Google Authenticator** from the App Store or Google Play Store. Below is what it looks like.



Step 3: Connect Your Account to the Authenticator

- (i) Open the Google Authenticator app and tap the '+' icon.



(ii) Select ‘Scan QR Code’ or ‘Enter Setup Key’ to link your account.



On your system, the page to scan the two-factor authenticator should already be open when you clicked on Authenticator app on the business online platform, just similar to the one below.

Set up Authenticator app

1. Download an authenticator app on your phone. We recommend Google Authenticator or Authy for iOS and Android devices.

2. Scan the QR code below with your authenticator app.



Trouble scanning? enter the code:
BTWIIAP245A7A00

3. Enter the 6 digit verification code on your authenticator app below.

925610

Cancel

Set up

- (iii) If scanning fails, manually enter the setup code displayed beside the QR code on your desktop screen.



- (iv) Once linked, your authenticator will display a 6-digit OTP. Enter this OTP on the FCMB Business Online page to complete setup.

3. Enter the 6 digit verification code on your authenticator app below.

925610

- (v) Once authenticator app is complete, you will be required to set up your 6 digits transaction PIN to secure your transactions.

...

Set your transaction PIN
Create a 6-digit PIN for authorizing transactions

-

ⓘ Important

- You'll use this PIN to authorize all transactions
- Make sure it's different from your phone's PIN
- Make it unique - avoid sequential numbers (123456), repeated digits (111111), or obvious patterns (121212)
- Keep this PIN private, and don't share it with anyone

Continue

...

Confirm your PIN
Enter your PIN again to confirm

-

ⓘ Important

- You'll use this PIN to authorize all transactions
- Make sure it's different from your phone's PIN
- Make it unique - avoid sequential numbers (123456), repeated digits (111111), or obvious patterns (121212)
- Keep this PIN private, and don't share it with anyone

Complete Setup

✓

Security setup complete
You're all set! Explore the new and improved Corporate Solutions Platform.

Get Started

Step 4: Log In with Your New Credentials

- (i) After setup, log in using your new email and password at <https://businessonline.fcmb.com/auth/login>.

https://businessonline.fcmb.com/auth/login

Log in to your account

Log in with your email address and password

Email address

Password

Forgot Password?

Continue

Having trouble logging in?

Get support

- (ii) Use the OTP from your authenticator app to access your dashboard securely.

Check your authenticator app

Enter the OTP displayed on your authenticator app.

0

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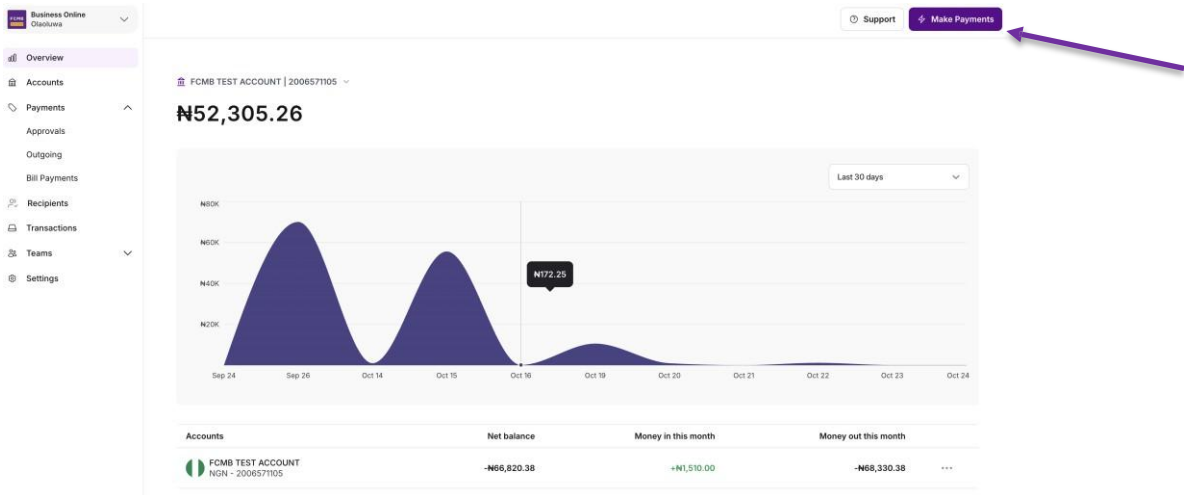
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Verifying code...

Step 5: Initiate a Payment

- (i) Select 'Make Payment' → 'Send NGN'. This is located at the top right of your screen.



- ### Choose a payment type



Single payment

Send an instant, scheduled or recurring payment to a single person or business



Multiple recipients

Pay up to 15 people at once without uploading an Excel template.



Bulk payment

Download our Excel template and pay up to 1,000 people or businesses all at once.

- (iii) Enter the required payment details and Confirm payment.

Send Money

Payment information

Review payment

Payment information

Send from

FCMB TEST ACCOUNT *****105

N52,205.27

Account number

3815981019

Choose recipient

Bank

First City Monument Bank

Account name

NIKODIOWUKE WENNA PASCAL

☐ Save recipient for future payments

Amount

N100.00

When do you want to send this payment?

☒ Now (Instant payment)

☐ Later (Schedule a payment)

Support

Send Money

X

Payment information

Review payment

One last check before sending!

Recipient

NI

WIAOORUWU KENNA PASCAL

First City Monument Bank - *****1019

Change

Payment information

Edit

Payment Type

Single payment

Payment Delivery

Instant

Amount

N100.00

Fees

N0.00

Send from

FOMB TEST ACCOUNT - 200657105

Narration

Payment

Previous

Send Payment

Multi-party approval

This payment will need to be approved by the following people.

AG

Amitu Garba

Test Initiator

First approval

Support

(iv) Input your 6-digit transaction PIN.

Verify Transaction PIN

X

...

Enter your transaction PIN

Enter your PIN below to authenticate this transaction.

(v) Approve the payment using the OTP from your Google Authenticator app.

Check your authenticator app

Enter the OTP displayed on your authenticator app.

0

2

1

-

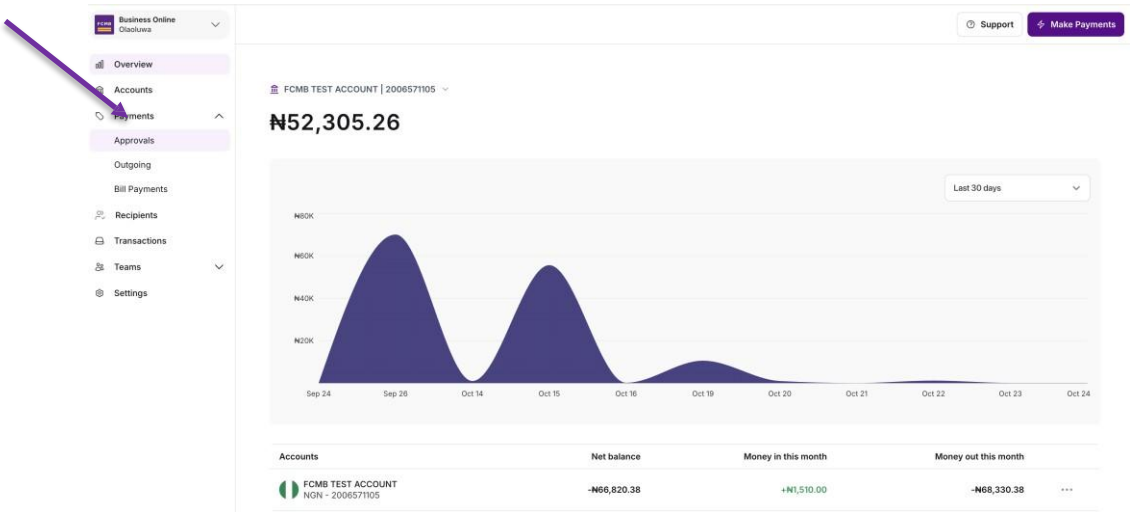
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Verifying code...

(vi) If you are an initiator, your approver would have to go to payments, click on the approvals button by the left side of his/her screen, enter their authenticator OTP and payment is approved.
Note: If you are a sole signatory, after initiating the transaction, you would still be required to go to the approvals buttons on your left to approve the transaction, see sample below.



The screenshot shows the 'Payment requests' page in the FCMB Business Online interface. The left sidebar is identical to the previous screenshot. The main area displays a table of payment requests with columns: Date, Initiator, Approvals, Counterparty, Narration, and Amount. A dropdown menu is open for the first row, showing options: View, Approve, and Decline. A purple arrow points to the 'Approve' option.

Date	Initiator	Approvals	Counterparty	Narration	Amount
Oct 24, 2025	GO Golden Ogbeka	0/1	BT Bulk Transfer 2 recipients	CIB- testing	₦4,000.00
Oct 24, 2025	GO Golden Ogbeka	0/1	BT Bulk Transfer 2 recipients	CIB- testing	₦4,000.00
Oct 24, 2025	GO Golden Ogbeka	0/1	BT Bulk Transfer 3 recipients	CIB- testing	₦6,000.00
Oct 24, 2025	GO Golden Ogbeka	0/1	BT Bulk Transfer 3 recipients	CIB- testing	₦6,000.00
Oct 24, 2025	GO Golden Ogbeka	0/1	BT Bulk Transfer 2 recipients	CIB- testing	₦4,000.00
Oct 20, 2025	GO Golden Ogbeka	0/1	AA AKINFEMIWA ABAYOMI OLAYODE GTBank Plc, 0052522254	CIB- testing	₦25,000.00

Helpful Tips

- Keep your authenticator app installed and active for secure access.
- Never share your password, PIN, or OTP with anyone.
- If you lose access to your authenticator app, contact FCMB Support immediately.

First City Monument Bank (FCMB)