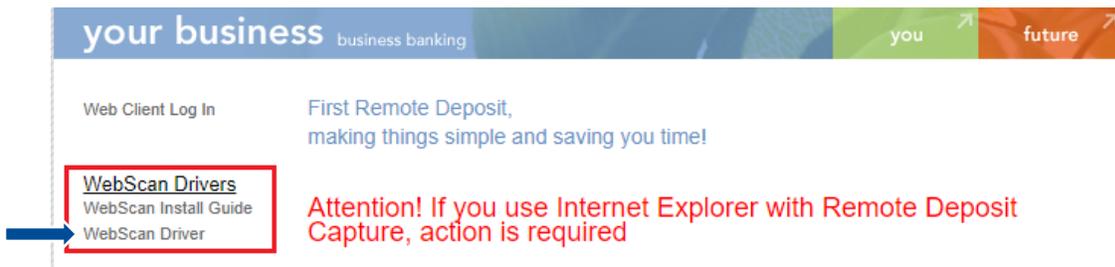


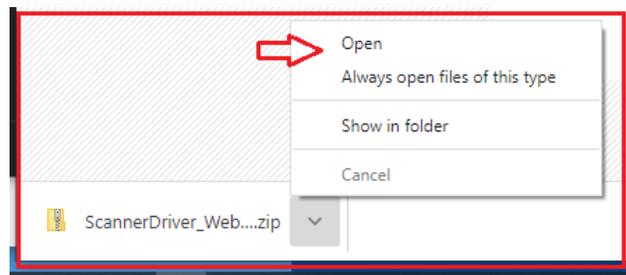
WebScan is a software application designed to work with your current scanner driver, allowing you to scan checks using Google Chrome and Microsoft Edge browsers.

- If you currently use remote deposit on your computer, you only need to install WebScan.
- If you are setting up a new computer, please install the driver for your specific scanner along with WebScan. Refer to the Install Drivers documentation on merchant.bankatfirst.com.

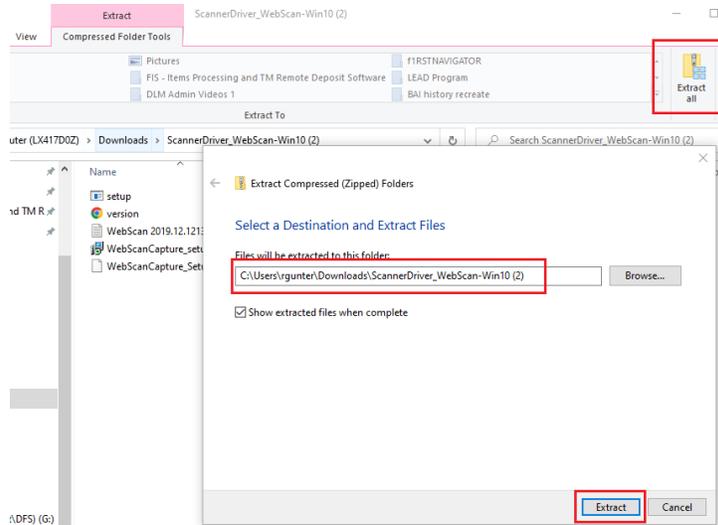
1. Visit merchant.bankatfirst.com and click WebScan Driver to begin the download.



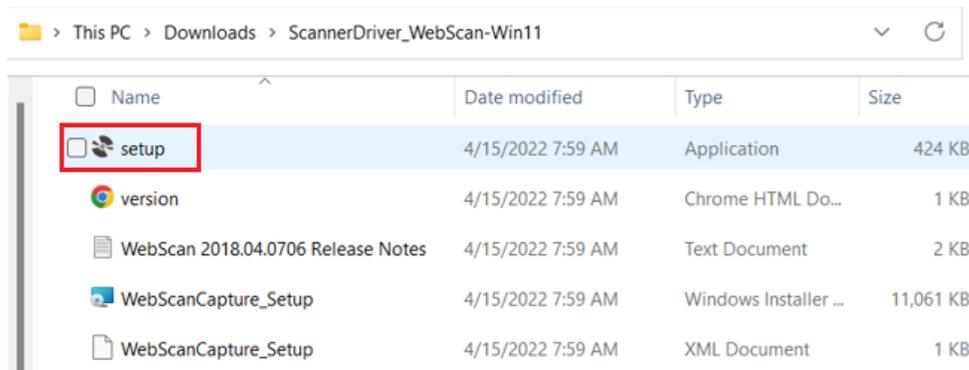
2. Once WebScan has downloaded it should open in a new window. If it does not open, right click on the down arrow next to the download and select Open.



3. In the opened window, expand the Compressed Folder Tools and select Extract All on the right side. Choose the default folder destination and click Extract.

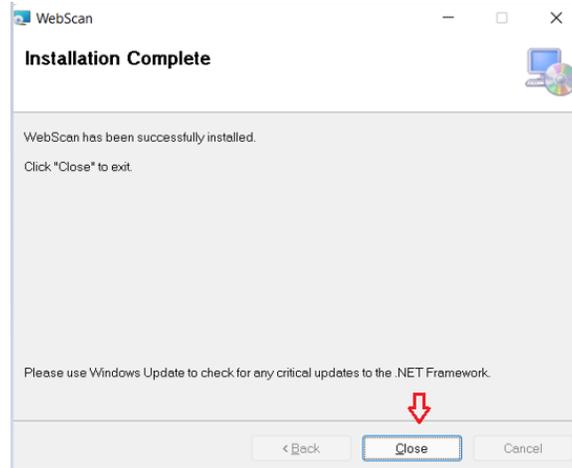


4. If the extracted files do not open in a new window, return to the download folder and open the unzipped ScannerDriver_WebScan folder. Double click the setup Application and follow the WebScan setup Wizard



5. Click Next on each of the following install Wizard pop ups. Depending on your computer, you may see 3 or 4 pop ups

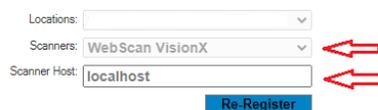
6. Click Yes to “Allow App to Make Changes to the Device” and then click Close once the installation is complete



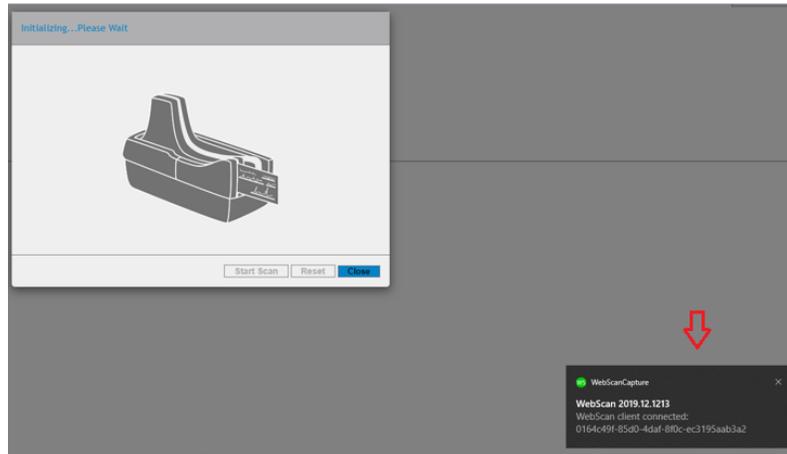
7. WebScan will install a shortcut your computer’s desktop. If the WebScan application is ever stopped on your computer, you can relaunch it from the shortcut



8. You are now ready to use your check scanner.
 - a. Open your preferred browser, Google Chrome or Microsoft Edge.
 - b. Go to merchant.bankatfirst.com and login with your credentials.
 - c. Click on Registration in the top right corner then click Re-Register.
 - d. Expand the Scanners drop-down and choose your current scanner with the WebScan tag.
 - e. In the Scanner Host field, type: localhost
 - f. Click Register.
 - g. Select the Deposits tab when you are ready to begin your deposit.



9. During your deposit you will notice your computer connect to WebScan with you select to capture items.



Questions? We're here to help.

Business Support Center

Hours: Monday through Friday 7 AM – 7 PM ET

Phone: 866.604.7946

Email: BSC@bankatfirst.com