Instructions for Creating a Securities eAdvantage User

The following document details steps to set up a new or to modify a current eAdvantage User, giving them authority to pledge collateral to Federal Home Loan Bank of Des Moines.

1. The eAdvantage Administrator is the person who can add or modify a user's eAdvantage log on. The eAdvantage Administrator will log onto eAdvantage.

This is a secured site for customers of the Federal Home Loan Bank of Des Moines.

User ID
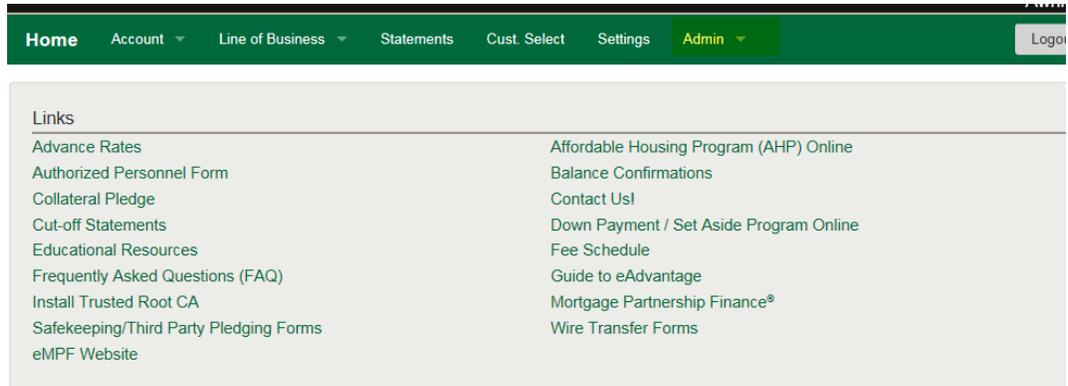
Password

Login

Reset your password
Signup for eAdvantage
Frequently Asked Questions
Remove or Add a User Administrator

For optimum performance, the Bank recommends the use of Internet Explorer 9.0 or higher.

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10/8/2018

2. Click the "Admin" link on the top right hand side of the eAdvantage portal.

3. Use the "Add User" or "Modify User" **(pencil icon**) button to setup the appropriate individuals to submit a Loan Listing file. To add a new user for eAdvantage the Administrator will select Add User button.
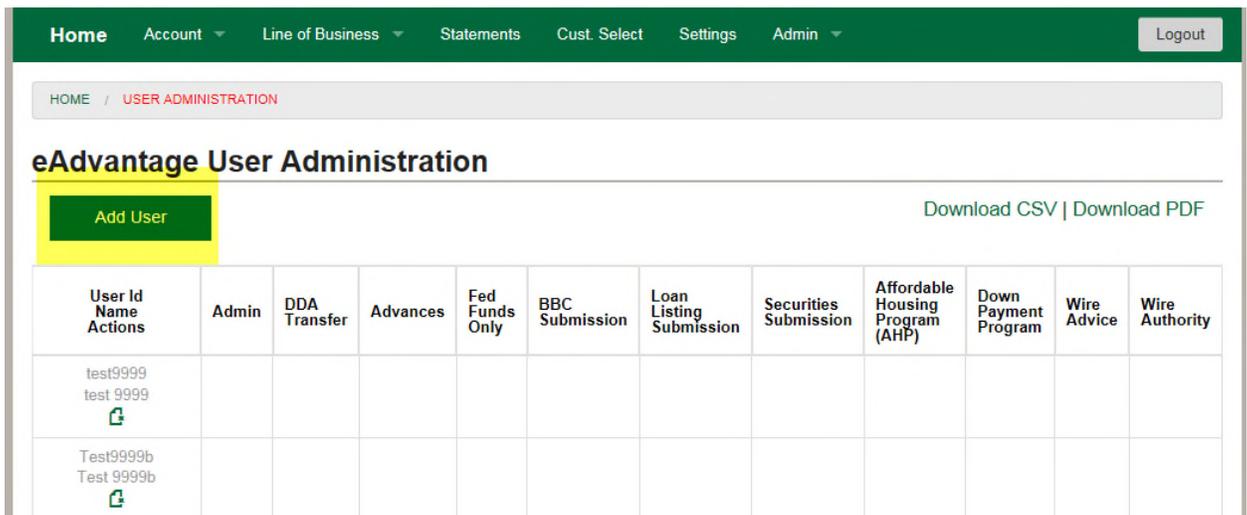
4. Complete the "Add User" form and click Submit. All fields with an astros need to be completed. Check the appropriate boxes under Authorization Levels to pledge collateral.

Add User

Requested User ID*	Password*	Confirm Password*
test7770	••••	••••
First Name*	Last Name*	Email Address*
Jane	Doe	test@fhlbdm.com
Phone Number*	Mother's Maiden Name*	
515-281-1000	test	

User Status
- ● Enabled
- ○ Disabled

User Type
- ● eAdvantage
- ○ Affordable Housing Program (AHP) or Down Payment / Set Aside Program

Authorizations

☑ Organization Administrator	☑ View Real-Time Reporting and Statements
☑ Deposit Account Funds transfer	☐ All Advances
☐ Fed Funds Only	☑ BBC Submission
☑ Loan Listing Submission	☑ Securities Submission
☐ Affordable Housing Program (AHP) Access	☐ Down Payment / Set Aside Program Access

Wire Authorizations

☐ Wire Authority	☐ Wire Advice Only

Submit   Cancel

5. If a member has an employee that is already an eAdvantage User and needs to be added as a person to report collateral then the eAdvantage Administrator will modify the user's authorization level. Click the **pencil icon** to modify a user.

User Id Name Actions	Admin	DDA Transfer	Advances	Fed Funds Only	BBC Submission	Loan Listing Submission	Securities Submission	Affordable Housing Program (AHP)	Down Payment Program	Wire Advice	Wire Authority
test9999 test 9999 ⟳											
Test9999b Test 9999b ⟳											
captainL Steve Williams											
alina9999 Alina Gubina											
bbUser1007 BBC User											
testcert test cert											
sdn9999 Sharman Niss											
rsk9999 Rob Kirk ⟳											
smp9999 s p											
jane9999 Jane Janssen ⟳											
madge9999 Madge Cremer											
9999testdan Dan Test											
9999andy Andy Thierman											
admin9999 Admin Admin											
testAhpQa Ahp Validation											
test7770 Jane Doe ✎ 🔓 🗑	✔	✔			✔	✔	✔				

10/8/2018

The screenshot shows a "Modify User - test7770" form with the following fields:

Modify User - test7770

First Name*: Jane
Last Name*: Doe
Email Address*: test@fhlbdm.com
Phone Number*: 515-281-1000
Mother's Maiden Name*: test

User Status
- ● Enabled
- ○ Disabled

User Type
- ● eAdvantage
- ○ Affordable Housing Program (AHP) or Down Payment / Set Aside Program

Authorizations
- ☑ Organization Administrator
- ☑ Deposit Account Funds transfer
- ☐ Fed Funds Only
- ☑ Loan Listing Submission
- ☐ Affordable Housing Program (AHP) Access
- ☑ View Real-Time Reporting and Statements
- ☐ All Advances
- ☑ BBC Submission
- ☑ Securities Submission
- ☐ Down Payment / Set Aside Program Acc

By granting the Securities Submission Authorization level, the user will have the ability to Pledge or Release Securities for their institution.

Wire Authorizations
- ☐ Wire Authority
- ☐ Wire Advice Only

Submit   Cancel

6. After submitting the Modify User or Add New User form, log off. The new user can log in and see where to pledge collateral.

Questions? Please contact MFO Collateral Operations at 800-544-3452 x2500 or via e-mail at AdvanceCollateral@fhlbdm.com.