**FIRST-TIME LOGIN INSTRUCTIONS**

Follow these instructions. Go to It’sMe247 Online Banking from the DayMet website, [www.daymetcu.com](http://www.daymetcu.com).

1. **Type in your default username** (your Member Number) and click **Login.**

2. **Type in your default password** (the last four digits of the primary member’s Social Security

number and their *4-digit birth year*) and click **Continue.**

3. **Create a new secure password** and type it into each New Password field. (Create passwords that are easy to remember but hard for others to guess. For your security, passwords must be a minimum of eight characters and contain a combination of three of the following in the

password: lowercase letter, uppercase letter, number and special character.)

4. **Click Change My Password** to save it.

5. **Type in the answers** to three unique security questions (not case sensitive.)

6. **Click Save My Questions.**

7. **Accept the Terms and Conditions of Use** (scroll to the bottom to accept.)

8. **Create a new personal username** (word or phrase with a maximum of 21 characters. It

cannot contain your account/member number, first or last name.)

9. **Click Change My Username** to save it, and you’re done!

**Note: The username and password you create during your first-time login will also be used to**

**log in to It’sMe247 Mobile Banking.**