



# REMOTE DEPOSIT CAPTURE (RDC) SOFTWARE DOWNLOAD GUIDE



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# RDC SOFTWARE DOWNLOAD GUIDE

Additional software may be needed to operate the check scanner when you update your web browser. This guide includes steps you will need to take install the driver software. If you have any questions about adding the scanner driver software, or your business expects challenges in switching browsers to access Online Services, please contact our Treasury Management team at [tm@pbofca.com](mailto:tm@pbofca.com).

## INSTALLING REMOTE CHECK SCANNER SOFTWARE

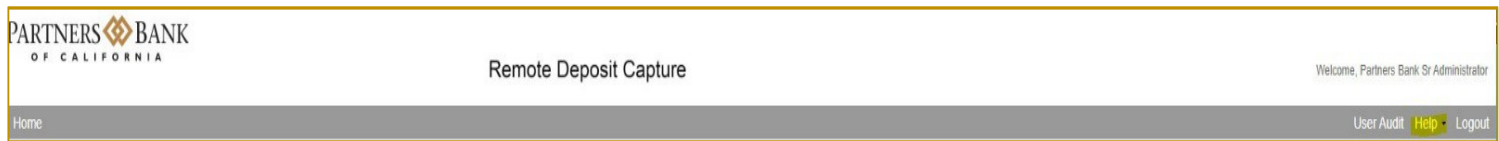
The remote check scanner requires software to be installed onto the computer you will use to make deposits. The scanner driver software is downloaded from a link in the Business Online Banking application once you login from the Partners Bank website. You will need administrative rights to the computer in order to successfully download and install the scanner driver software. In order to check to see if you have administrative rights to your computer, please refer to “Administrative Rights to Your Computer” on page 2 of this guide.

### STEP 1

The scanner should be unplugged from your computer during the download and installation, and we recommend that you log out of Online Banking after you’ve downloaded the scanner driver software.

### STEP 2

Under the “Help” link on the upper right, choose “Download Page” and install the following software: RangerRemote.



### STEP 3

When the installation is complete, plug the scanner back into the computer and log into Business Online Banking to process your deposits

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You will need administrative rights to the computer in order to successfully download and install the scanner driver software. In order to verify you have the Administrative Rights to your computer, please refer to the steps below. If you do not have the Administrative Rights, please contact your IT support for assistance before attempting to download the scanner driver software.

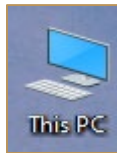
If at any time you have any questions about the scanner driver software, or your business expects challenges in switching browsers to access Online Services, please contact our Treasury Management team at [tm@pbofca.com](mailto:tm@pbofca.com).

## ADMINISTRATIVE RIGHTS TO YOUR COMPUTER

In order to properly install the scanner driver software or the browser update, you may need administrative rights to your computer's operating system. We have included the steps to verify you have admin rights for Windows 10 below.

### STEP 1

Right click on "This PC."



### STEP 2

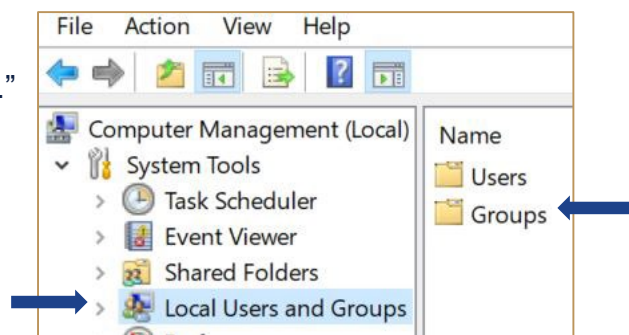
Click on "Manage" from the drop-down menu.

### STEP 3

Click on "Local Users and Groups."

### STEP 4

Click on "Groups."



### STEP 5

Click on "Administrators" and look to see if your username is listed. If your username is listed, you should be able to install software. If it's not listed, this means that you may not have administrative rights to install software and you may need to contact your IT department for additional assistance.