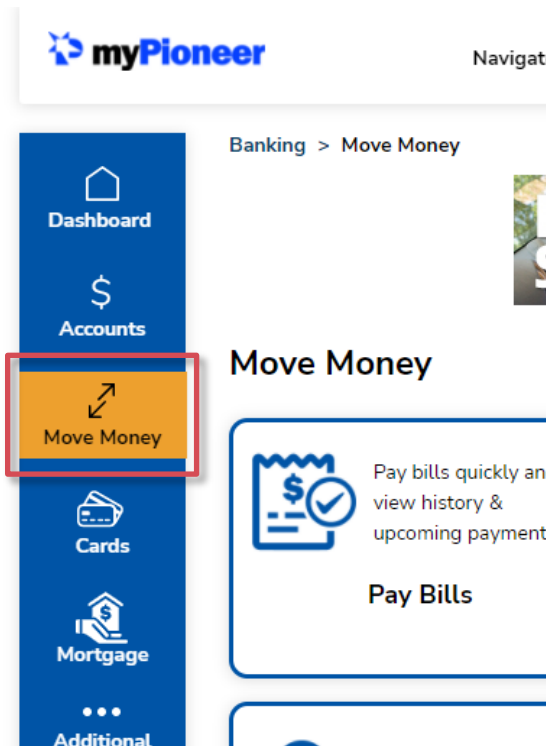




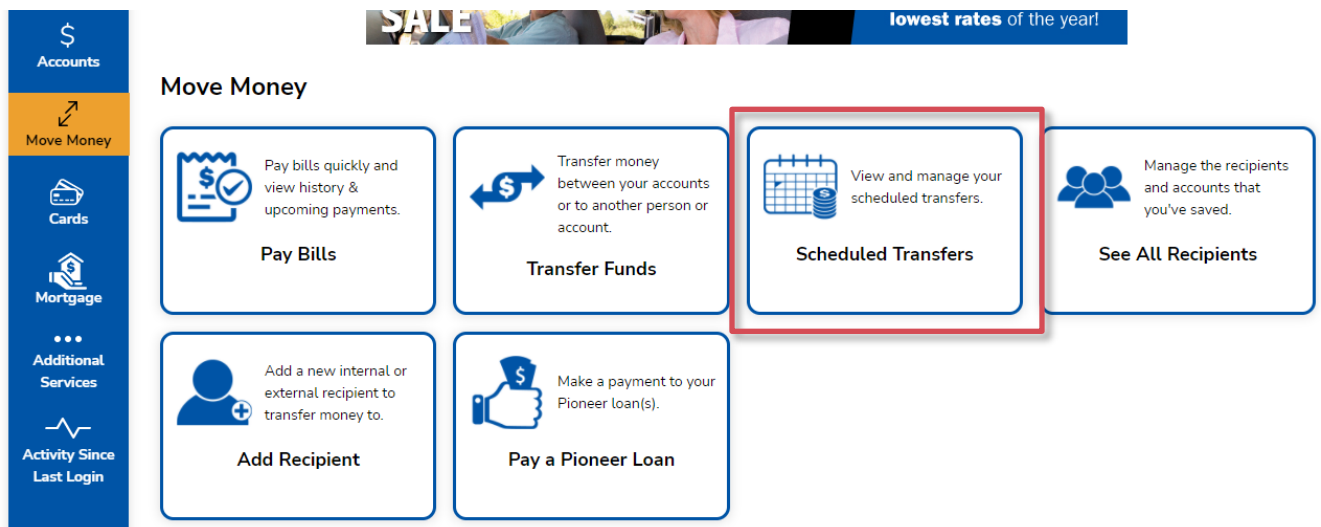
## How to Edit or Delete a Scheduled External Transfer (Desktop)

\*NOTE- Only the amount of the scheduled transfer can be edited. If the source account or recipient needs to be edited, the transfer will need to be deleted and recreated.

- Start by clicking on the Move Money tab in the menu on the left side of the screen.



- Next, click on Scheduled Transfers





- From the Schedule transfer type dropdown menu, select External account

Banking > Move Money > Active Schedules - External Account

### Scheduled transfers

+ Schedule a new transfer

Schedule transfer type

External account ▼

- Then from the Membership dropdown menu, select the appropriate Pioneer account

### Scheduled transfers

+ Schedule a new transfer


Schedule transfer type

External account ▼

Membership

Membership #: 193 ▼

- Your scheduled transfer should appear below. Click on it to see more details.

From account	To account	Schedule details	Amount
 MACU account External WOW CHECKING 0040 193	MACU account MOUNTAIN AMERICA FCU	One-Time transfer Payment on Dec 15, 2021	\$1.08



- Click on Edit schedule or Delete schedule to complete the desired action, following the prompts until a confirmation of your action is received. (See second image below for example of successful cancellation confirmation.)

Banking > Move Money > Active Schedules - External Account > External Scheduled Transfers details

### Scheduled transfer details

**MA** MACU account  
External

From account	To account	Amount
WOW CHECKING 0040 193	MACU account MOUNTAIN AMERICA FCU	\$1.08

Frequency: One-Time transfer      Start date: Dec 15, 2021

[Edit schedule](#)   [Delete schedule](#)

Banking > Move Money > Active Schedules - External Account

### Scheduled transfers

Schedule cancelled successfully.