



Using WesBanco Remote Deposit Capture on Windows 11

Please note that, depending on your computer access, you may need to contact your IT department or IT contact person to complete the following steps.

Once you have upgraded your operating system to Windows 11, you will need to uninstall and reinstall WebScan before scanning checks a follows:

- Open the Control Panel App
- Click Uninstall a program
- Locate the WebScan program, right click on it and select Uninstall

Once WebScan has been uninstalled, login to the WesBanco Remote Deposit Capture system

The image shows the 'Sign In' screen of the WesBanco Remote Deposit Capture system. It features a green header with the 'Sign In' title. Below the title, there are two input fields: 'User Name' with the text 's_griffin' and 'Password' with masked characters. A blue link for 'Forgot Password?' is located below the password field. A green 'Sign In' button is positioned to the right of the password field.

From the Wes Banco Remote Deposit Capture Home Screen, select "Retrieve Webscan" from the Help drop down menu:

The image shows the WesBanco Remote Deposit Capture Home Screen. The top navigation bar is green and contains the following links: Administration, Research, Reports, and Help. The 'Help' link is circled in red. A dropdown menu is open under 'Help', showing the following options: Retrieve WebScan, Download Scanner Drivers, RDC User Guide, and About. The main content area displays a welcome message for 's_griffin' and a 'Create Deposit' form. The 'Create Deposit' form includes fields for Location, Account, and Control Total, along with 'Create Tape' and 'Create Deposit' buttons. At the bottom, there is a 'Deposits' section with tabs for Open, Pending, and Recent, and a table with columns for Created, Submitted, Tracking #, Location, Account Name, Item Count, and Deposit Total.

Once the download is complete, open the WebScan_LR9.exe file *(file may be found at top or bottom of the screen depending on your browser)*:

The screenshot shows the WesBanco Remote Deposit Capture web application. The top navigation bar includes 'Administration', 'Research', 'Reports', and 'Help'. The main content area displays a welcome message for Sandy Griffin, a 'Create Deposit' form on the right, and a 'Deposits' section with tabs for 'Open', 'Pending', and 'Recent'. Below these tabs is a table with columns: 'Created', 'Submitted', 'Tracking #', 'Location', 'Account Name', 'Item Count', and 'Deposit Total'. The table is currently empty. At the bottom of the page, a copyright notice reads 'Copyright © 2015-2019 FIS. All Rights Reserved. LR9 .156.2020.3'. In the Windows taskbar at the bottom, the file 'WebScan_LR9 (2).exe' is highlighted with a red circle.

Continue to click on “Next” until the WebScan setup is complete:

This screenshot shows the same WesBanco Remote Deposit Capture interface as the previous one, but with a 'WebScan' setup window overlaid in the center. The window is titled 'Welcome to the WebScan Setup Wizard' and contains the text: 'The installer will guide you through the steps required to install WebScan on your computer.' Below this text is a warning: 'WARNING: This computer program is protected by copyright law and international treaties. Unauthorized duplication or distribution of this program, or any portion of it, may result in severe civil or criminal penalties, and will be prosecuted to the maximum extent possible under the law.' At the bottom of the window are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a blue border. The background web application is partially visible behind the window.

Once WebScan has been installed, you are ready to make deposits.