

Access to CommsXL Web Site

Please follow the following instructions to access the transaction search facility on the CommsXL web site.

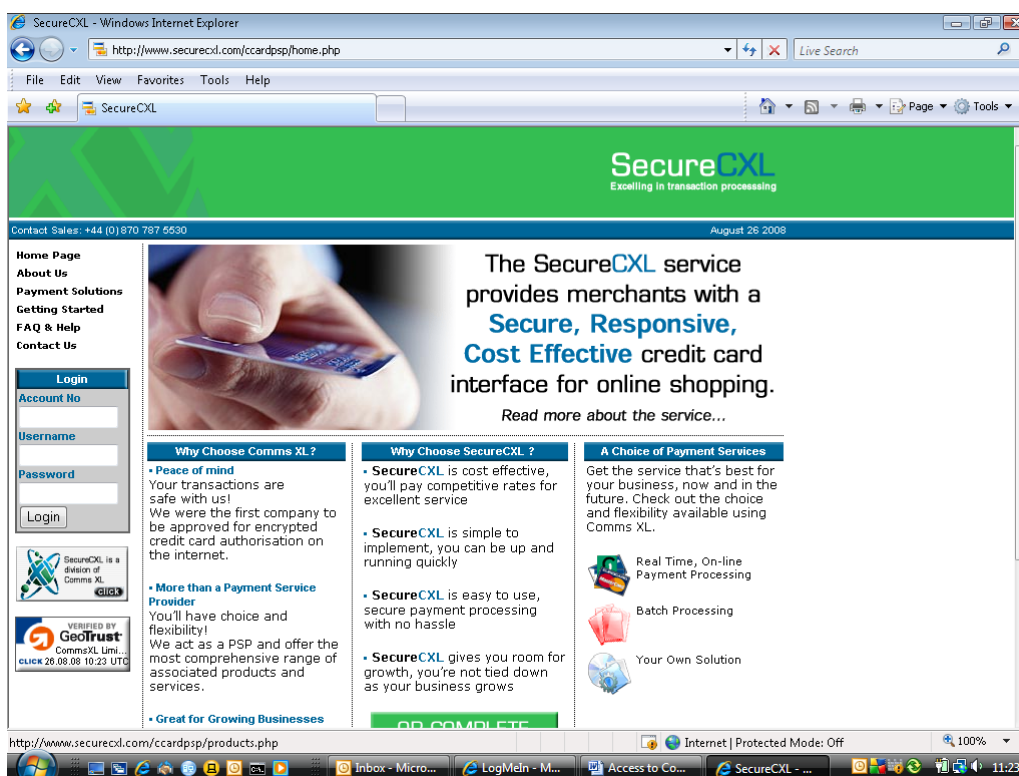
In your web browser access the following web page <http://securecxl.com>

When you are at this page, enter in your specific details as supplied in the Commsxl e-mail into the Login box on the left hand side of the screen.

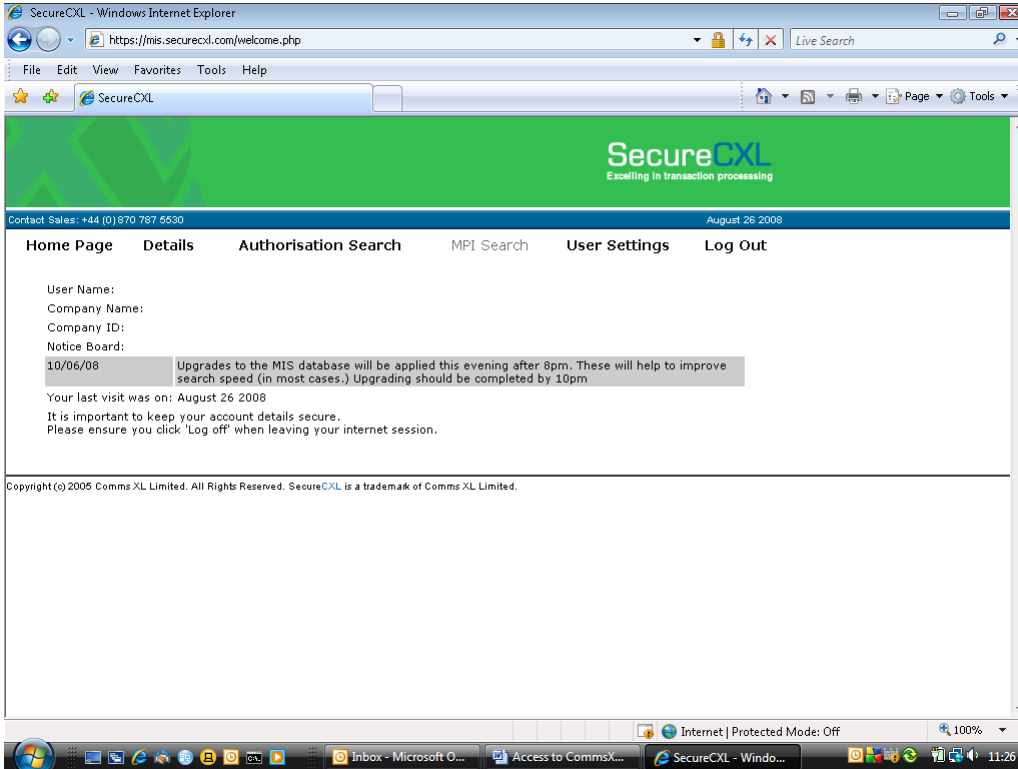
Account no: XXXXXX

Username: XXXXXX

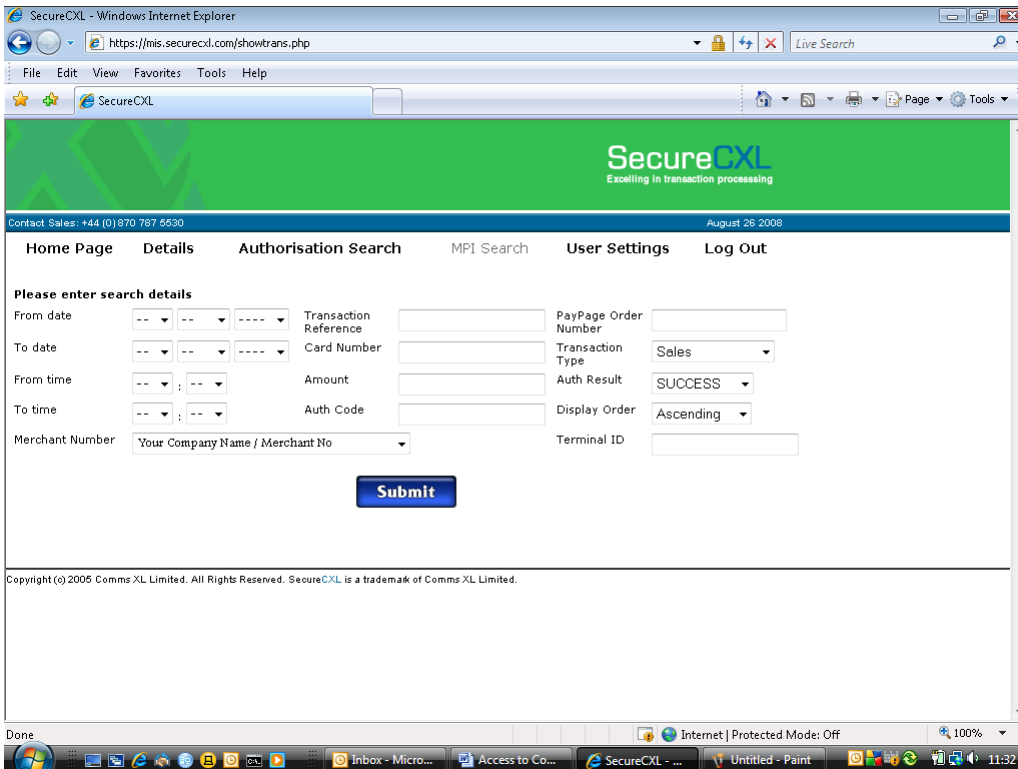
Password: XXXXXX



Once you have successfully logged in you should be presented with the following page (please note the first time you log on you may be asked for some extra information).



From here you can select to check your account details, an authorisation search to find a transaction or your user settings to change passwords etcetera. Please note on the authorisation search page you can search for any of the criteria highlighted.



Once you have submitted a search you can select the full detail of the transaction by clicking on the far left number under the **Trans ID** field.

On the far left of the page there is a result column, for which the following meanings apply:

SUCCESS:	Transaction has been settled to your bank account
PENDING:	Transaction has been authorised but not settled yet
FAILED:	Transaction was not authorised
REVERSED	Transaction was cancelled
VOID:	Transaction was void

For any failed transactions you will need to contact your bank if you require further detail.