



KeyNavigator[®] Wire and RTP Activity Report

User Guide

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Introduction

The Wire & RTP Activity Report in KeyNavigator provides real-time details on incoming and outgoing wire and Real-Time Payments (RTP) transactions across your entitled accounts. Information provided includes date/time the wire or RTP was sent/received, account number/name, transaction description, amount, and other reference details included in the transaction.

This guide explains navigation, core features, search and filter capabilities, saving custom reports, exporting, and common troubleshooting steps.

Key Features

- Enhanced details of wire and RTP transactions.
- Improved search and filter capabilities.
- View wire and RTP transaction details across all accounts, with ability to break down at the account level.
- Save filters as a Custom Report and set a Primary Report to load by default.

Information Reporting / Wire & RTP Activity Report

Wire & RTP Activity Report

Report Date 04/17/2026 Report generated on 04/17/2026 04:45 PM ET

Viewing Report **Current Day** All Accounts Saved Reports ▾

Current Day ▾ All Accounts ▾ All Transactions Types ▾ All Amounts ▾ Get Transactions Save Reset

Enter text to filter list Apply Clear All Types ▾ **9 items found** Show All Details Export

Date/Time ET	Account Name	Account #	Type	Description	Amount	Federal Reference Number	Detail
04/17/2026 03:45 PM	Sample Operating Account	111111111	Incoming Money Transfer	INTERNAT WIRE DP SSSSSSSS GDA 1234	\$1,000.00	202512345678987000000	+
04/17/2026 02:34 PM	Sample Operating Account	111111111	Real Time Payment Credit	RTP REC TEST AAA Paymen US12345678910	\$896.06	202512345678987000000	+
04/17/2026 01:23 PM	Sample Operating Account	111111111	Outgoing Money Transfer	INTERNAT WIRE WD AAAAA BBBB 1234	-\$860.13	2025KEYBUS123456789	+
04/17/2026 12:34 PM	Sample Payables Account	222222222	Incoming Money Transfer	WIRE DEPOSIT HHHHHH COMMOD 1234	\$525.00	2025ABCDEF123456789	+

Navigation Steps

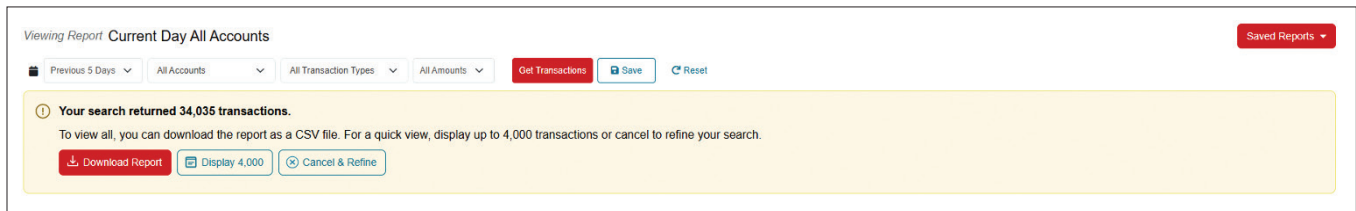
1. Select **Information Reporting** from the **Reporting & Research** dropdown menu.
2. Under Other Reports, select **Wire & RTP Activity Report**.
3. The default view will show all Current Day wire & RTP transactions across all accounts unless customized.
4. Click anywhere in the transaction row to view expanded details.

Date/Time ET	Account Name	Account #	Type	Description	Amount	Federal Reference Number	Detail
04/17/2026 03:45 PM	Sample Operating Account	111111111	Incoming Money Transfer	INTERNAT WIRE DP SSSSSSSS GDA 1234	\$1,000.00	202512345678987000000	—
Originator Information			Credit Information		Transaction Reference Information		
Originator Name: Sample Originator Bank			Originating Bank Credit BIC: KEYBUS33		Transaction ID: US25123456789		
Beneficiary Information			Credit Transaction Currency Code: USD		Federal Reference Number: 202512345678987000000		
Beneficiary Name: THE SAMPLE BANK FOUNDATION			Debit Information		Wire Type: DOM		
Beneficiary Account Number: 777777777			Originating Bank Debit BIC: ABCDEFG		Initiating System Code: FRB INITIATED		
			Debit Transaction Currency Code: USD		Remittance Information: INVOICE 1234,5678 (123456)		

Wire and RTP Activity Limits

The Wire & RTP Activity Report can only display 4,000 records in KeyNavigator. When search requests return more than 4,000 records, the total number of transactions will display, and you will be prompted to choose one of the following options:

- Download all transactions as a CSV file.
- Display 4,000 transactions.
- Cancel and refine your search.



Search and Filter Options

Search by Date

Use **Current Day**, **Previous Day**, or **Custom Date** to select a date range (up to 180 days)

► **Note:** In this report, Previous Day represents the previous calendar day, not the previous business day.

Search by Account

Choose specific accounts from the 'All Accounts' dropdown.

Search by Transaction Type

Search by type or select **Credits Only/Debits Only**.

Search by Amount

Use **All Amounts**, **Exactly**, or **Between** to specify an amount range.

Filter by Text

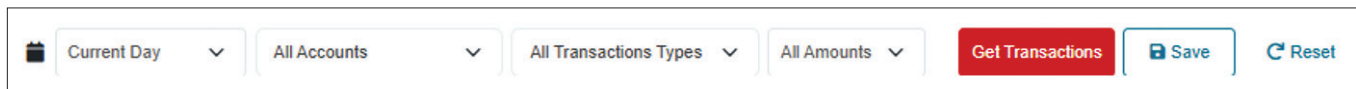
Use the filter bar to search for exact text within loaded transactions.

Filter by Type

Select transaction types from the **All Types** dropdown.

Reset

To reset your search, select the **Reset** button.



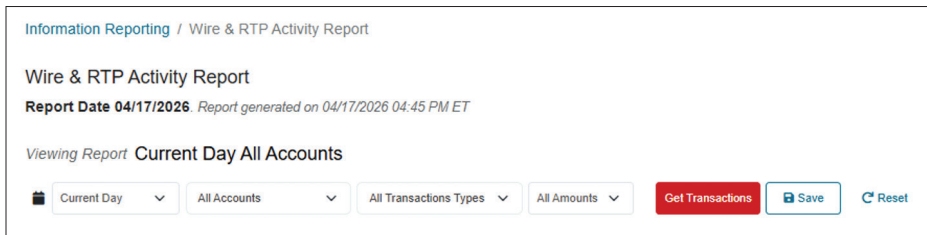
The screenshot shows a search and filter bar with the following elements from left to right: a calendar icon, a dropdown menu set to 'Current Day', a dropdown menu set to 'All Accounts', a dropdown menu set to 'All Transactions Types', a dropdown menu set to 'All Amounts', a red button labeled 'Get Transactions', a light blue button with a save icon labeled 'Save', and a light blue button with a refresh icon labeled 'Reset'.

Saved Reports

You can save a Custom Report to preserve specific search criteria you've used, such as searching by certain accounts or transaction types, for easy reuse later. Additionally, you can set a Primary View so that your saved Custom Report loads by default when accessing this report, rather than displaying all transactions across all accounts.

Saving a Custom Report

- Select the search criteria you want for your saved report.
- Select the **Save** icon next to the search options.



- Enter the Report Name and click **Save**.

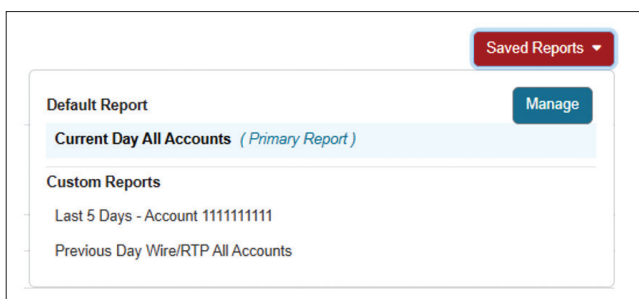


Open a Saved Report

- Select **Saved Reports** in the upper right corner of the report.
- Select the Saved Report you want to view.

Manage your Saved Reports

- Select **Saved Reports** in the upper right corner of the report.
- Select **Manage**.
- Here, you can set your Primary report, edit Report Names, or Delete a Saved Report.



Saved Reports

Your primary report is what you will see every time you open the Wire & RTP Activity Report.

To set a Primary Report

- Select **Saved Reports** and **Manage**.
- Find the row of the Custom Report you want to make your primary, and then select the edit icon under the **Actions** column.
- Select the checkbox under the **Primary** column.
- Select the green check under the **Actions** column to save the change.
- Click the **Close** button.

Wire & RTP Activity Report - Manage Saved Reports

2 items found

Primary	Report Name	Date Updated	Actions
<input checked="" type="checkbox"/>	Current Day All Accounts	System Generated	N/A
<input type="checkbox"/>	Last 5 Days - Account 1111111111	11/17/2025 09:30 AM	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
<input type="checkbox"/>	Previous Day Wire/RTP All Accounts	11/18/2025 10:15 AM	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

* The Primary Report will be displayed every time you open this report.

Edit the name of a Saved Report

- Select **Saved Reports** and then select **Manage**.
- Find the row of the Custom Report you want to edit the name of and click the **Edit icon**.
- Make edits and select the **Green Check icon** to save the change.
- Click the **Close** button.

Deleting a Saved Report

- Select **Saved Reports** and **Manage**.
- Find the row of the Custom Report you want to delete.
- Select the **Delete icon** from the **Actions** column.
- Select the **OK** button to confirm delete.
- Click the **Close** button.

Exporting

To export your Wire & RTP Activity Report:

- Select the **Search** criteria for what you want included in the exported report.
- Select the **Export** button from the upper right corner of the report.



- ▶ **Note:** You can only export CSV directly from the Wire & RTP page. If you need a PDF, you can print the page to PDF using your web browser.

To Print to PDF with:

Google Chrome (Windows/macOS)

- Open the report page you want to save.
- Press **Ctrl + P (Windows)** or **⌘ + P (Mac)**.
- In Destination, choose **Save as PDF**.
- Click **Save**, then choose where to save the file.

Microsoft Edge (Windows/macOS)

- Open the report page.
- Press **Ctrl + P (Windows)** or **⌘ + P (Mac)**.
- In Printer, select **Save as PDF**.
(or **Microsoft Print to PDF** on Windows).
- Click **Save** and choose a location to save the file.

Firefox (Windows/macOS)

- Open the report page.
- Press **Ctrl + P (Windows)** or **⌘ + P (Mac)**.
- In Destination/Printer, select **Save to PDF**.
- If you don't see it on Windows, choose **Microsoft Print to PDF**.
- Click **Save** and choose a location to save the file.

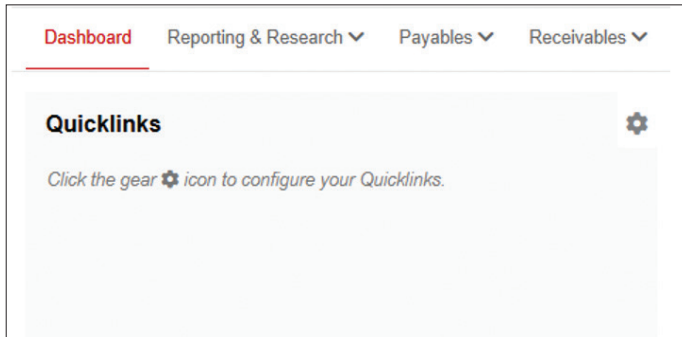
Apple Safari (macOS)

- Open the report page.
- Go to **File → Export as PDF**
or
File → Print (⌘ + P) → PDF (bottom left) → Save as PDF.
- Choose a location to save the file.

Saving Report as a Quicklink

To save your Wire & RTP Activity Report as a Quicklink

- Navigate to the Quicklinks section in your dashboard or top navigation bar, and select the **gear icon**.



- Select the checkbox next to the Wire & RTP Activity Report, then select **Done**.

