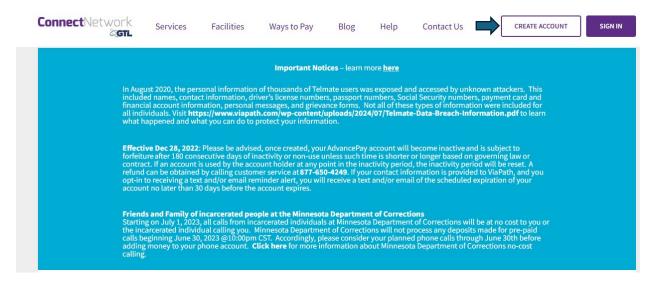
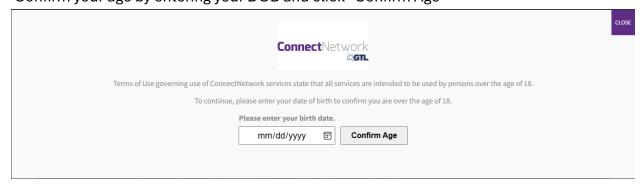
Connect Network Account Creation and Deposit:

Any and all funds for offender use for either tablet or phone services must be deposited to an offender trust account and the offender can then use those funds for tablet and/or phone services.

- 1. Go to ConnectNetwork.com
- 2. Click on the "Create Account" button.



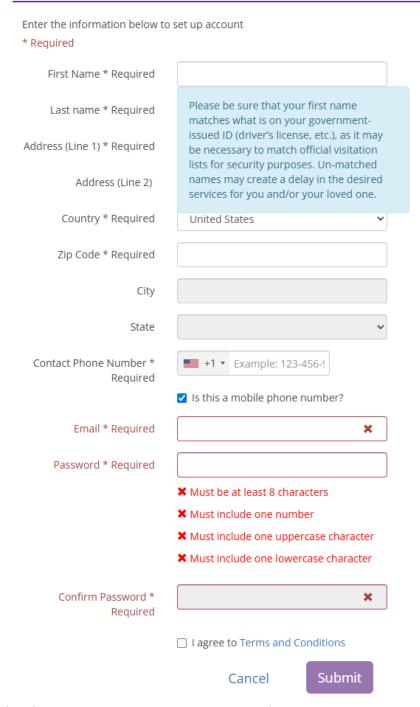
Confirm your age by entering your DOB and click "Confirm Age"



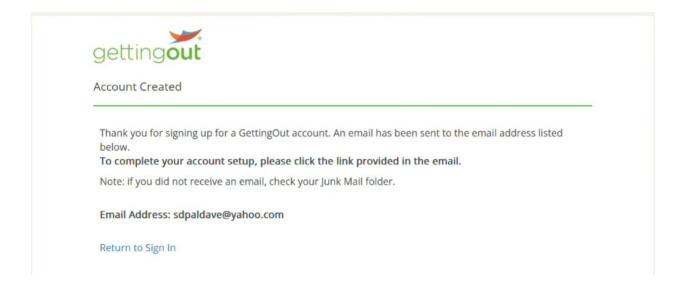
4. Enter your account information and click submit at the bottom of the page.



Create New Account



5. This will take you to the account completion screen and send an email to the email provided. Open your email and click the link to confirm your email. Once confirmed, you will be able to sign in to your account



Account Sign In and Setup

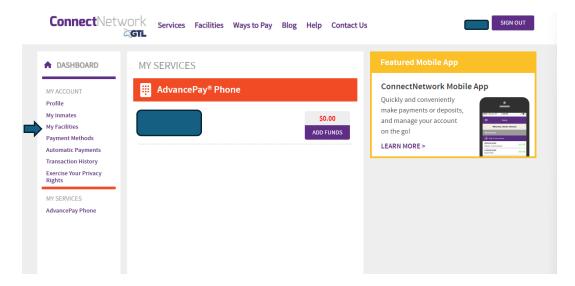
1. Open a browser window and go to https://www.connectnetwork.com. Once here, click the sign in button at the top of the page.



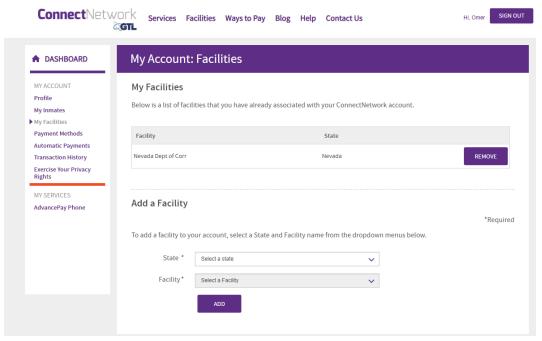
2. Enter your e-mail address and password that you used to create the account previously. Then click "Sign In".



3. This will bring you to the Dashboard. From here you can add Facilities and Offenders. To begin, click "My Facilities" on the left pane.

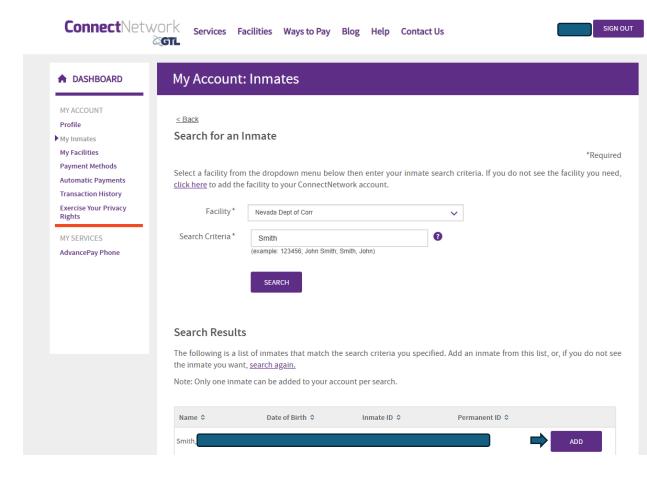


4. One inside "My Facilities", under Add a Facility, select your state from the drop down menu, then select your facility from that drop down menu and click the "Add" button. Once you click "Add", you will see the facility show up at the top of the screen under "My Facilities".

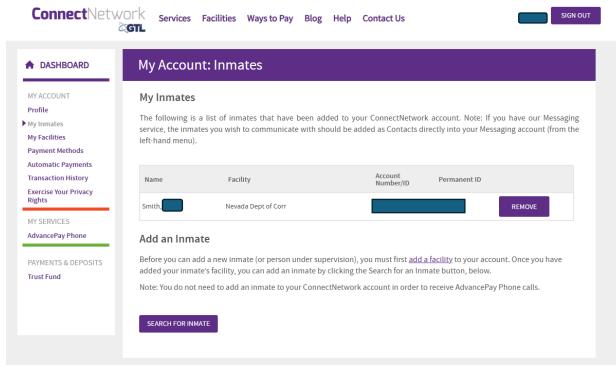


5. Once your facility is added, click "My Inmates" in the left column. Once in here, click on "Search for Inmate" under Add an Inmate. The facility you chose previously should show up under Facility. From here you can type in the offender's first name, last name, or DOC number to search for them. In the example shown, searching for the last name Smith yields 6 pages of

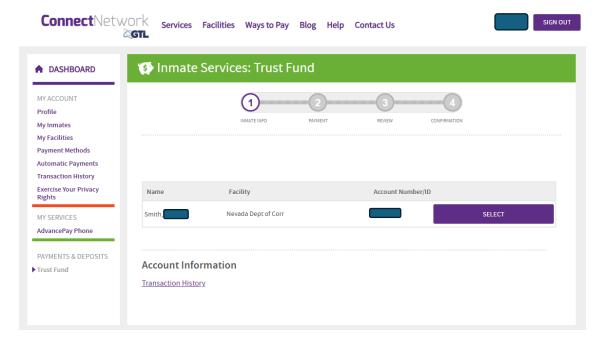
results. Click the "Add" button beside the offender you would like to add to your account.



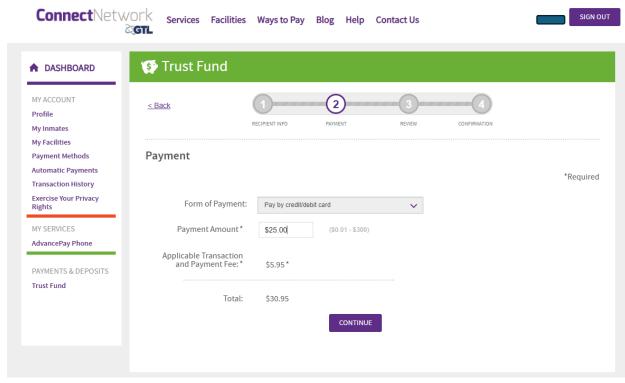
6. Once added to your account, the offender will show up on the "My Inmates" page. This will also add the option in the left column for "Payments & Deposits".



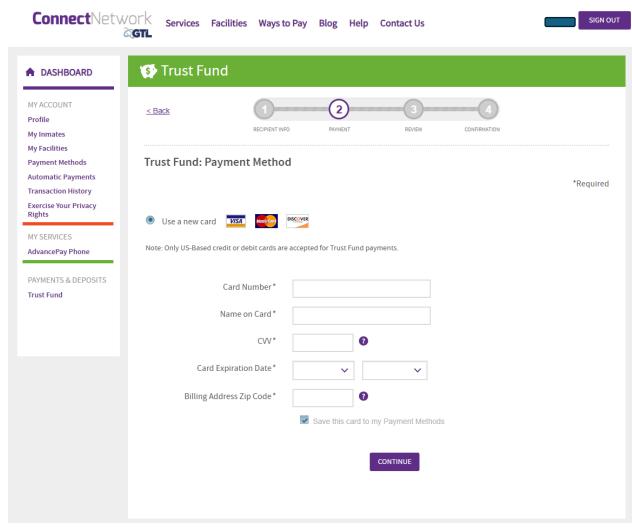
7. To send money to an offender's trust account, click the Trust Fund link in the left column. If you have added multiple offenders to your account, you will be able to select which one to send money to on this screen. Click "Select" beside the offender's name you wish to send money to.



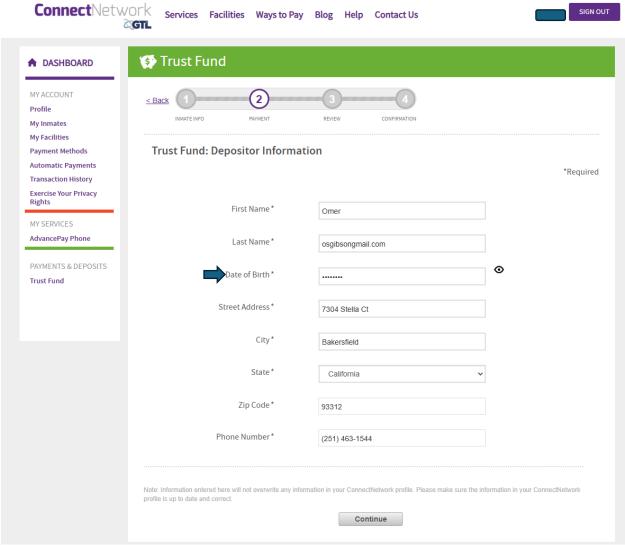
8. On the next screen, enter the amount you wish to send and click the "Calculate Fee" button. This will calculate the applicable fees and show a total for this transaction at the bottom of the page. Click "Continue" to move to the payment method.



9. If a card has already been saved to the profile, you will see the card information on the following screen, otherwise you can choose the "Use a new card" option to enter in your card details. Click continue to proceed with the transaction.



10. The following screen will verify your information before proceeding with the deposit. You must verify your DOB for each transaction. Click the "Continue" button at the bottom of the page.



11. This will let you review the information before finalizing the transaction. If everything is correct, click the "Submit" button at the bottom of the page to finalize the transaction.



