

Installation Test Procedures

To ensure your training environment is properly installed and ready, we request that you print a document after installation. This testing must be completed no less than 1 week before training to allow time for resolving issues that may arise. The test should be performed on the training environment computers.

Please Note: If Rembrandt is installed on a network, log in to a workstation with Non-Administrator network rights to verify users have appropriate access rights to the program.

Please review the documentation thoroughly before attempting the following procedures. If you have specific questions regarding the documentation, or run into any problems during the procedure, please call us at 1-800-404-6788 extension 4012. Technical assistance via phone is available between 8 a.m. to 5 p.m. CST, Monday through Friday.

Start the Rembrandt Lending System

1. To start the program, double-click the Rembrandt icon on your desktop.



Rembrandt

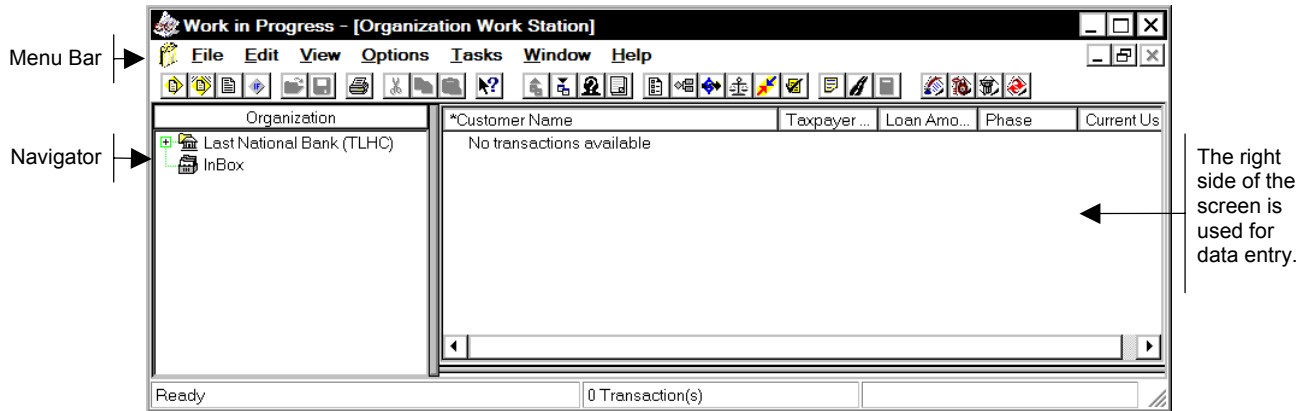
2. Click the Work-In-Progress icon in the Rembrandt toolbar.



The Work-in-Progress Icon.

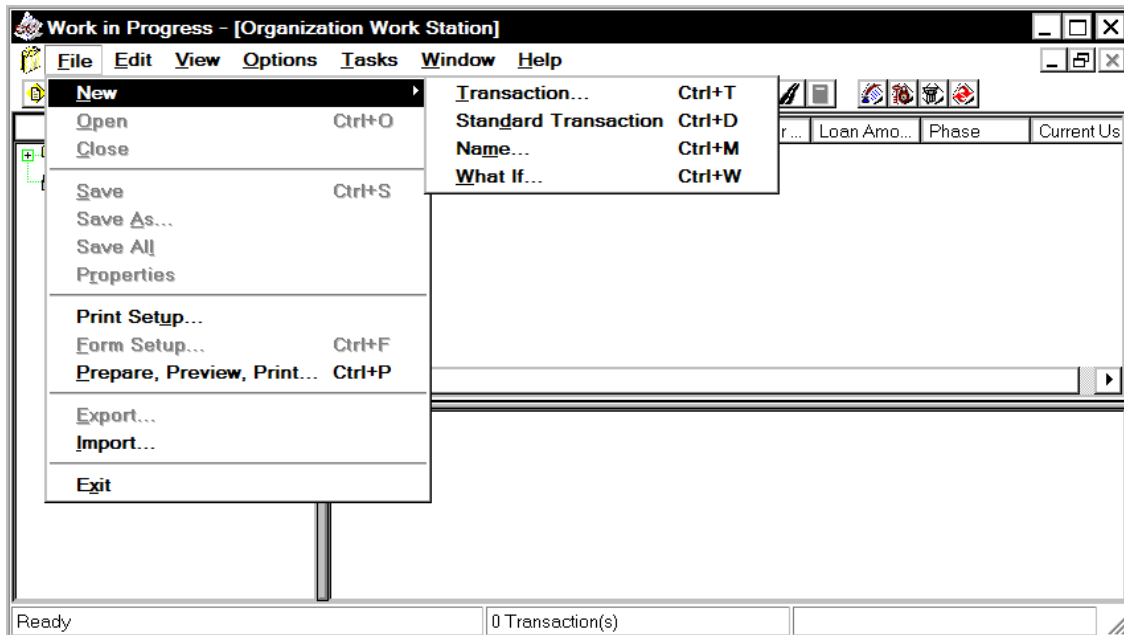
Parts of the Screen

Navigation in Rembrandt includes folders found in the Navigator on the left portion of the screen. Use the tab, mouse pointer, or scroll bar to navigate on the right side of the screen.

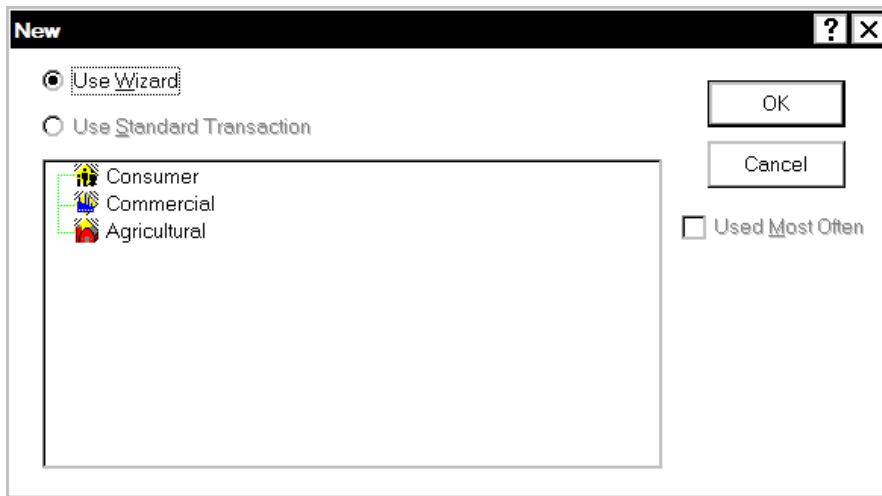


Create a New Transaction Using the Wizard

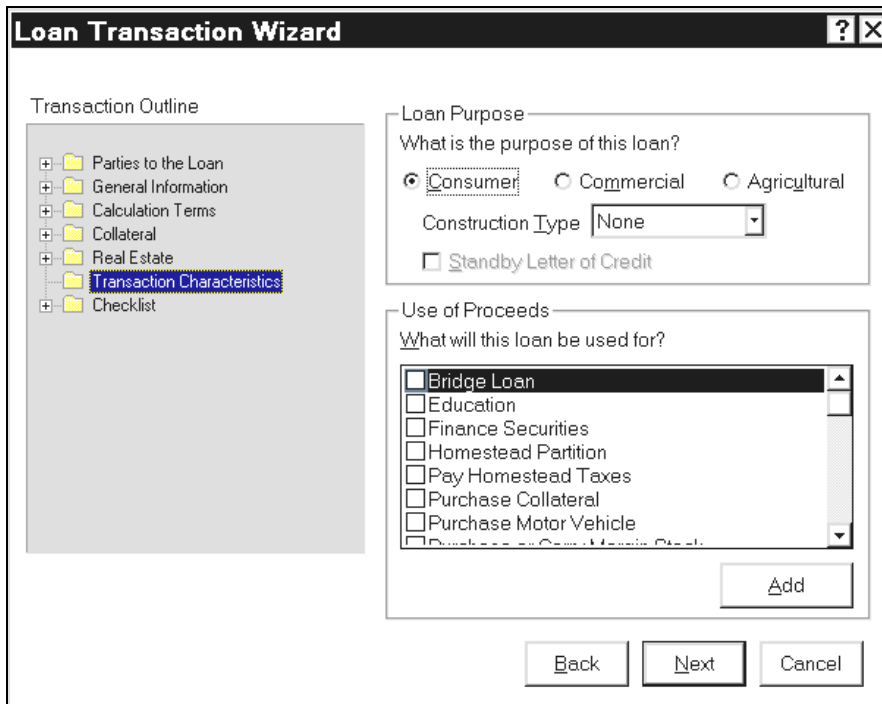
1. From the **File** menu, choose **New, Transaction**.



2. Verify the **Use Wizard** option is selected and click **OK**.



3. Accept the defaulted data, verifying the screen appears as shown below. Click **Next**.



4. Accept the defaulted data. The loan act that appears in the drop-down list may be different for your jurisdiction. Click **Next**.

Loan Transaction Wizard

Transaction Outline

- Parties to the Loan
- General Information
- Calculation Terms
- Collateral
- Real Estate
- Transaction Characteristics**
- Checklist

Choose the loan act that applies to this transaction.

Uniform Consumer Credit Code

Federal preemption of state usury on first lien residential real estate applies.

Exportation

Exportation to obtain interest rate (including fees) from a different jurisdiction applies.

Exportation jurisdiction

Exportation loan act

Back Next Cancel

5. Accept the defaulted data, verifying the screen appears as shown below. Click **Next**.

Loan Transaction Wizard

Transaction Outline

- Parties to the Loan
- General Information
- Calculation Terms
- Collateral
- Real Estate
- Transaction Characteristics**
- Checklist

Loan Stage

What is the stage of this loan?

New Refinance

Modification Renewal

Type of Credit

What type of credit agreement is being described?

Closed-End Open-End

Back Next Cancel

- Click the **Unsecured** option in the Secured Transaction section. Accept the defaults on the rest of the screen verifying the screen appears as shown below. Click **Next**.

Loan Transaction Wizard [?] [X]

Transaction Outline

- Parties to the Loan
- General Information
- Calculation Terms
- Collateral
- Real Estate
- Transaction Characteristics**
- Checklist

Secured Transaction
Will this loan be secured or unsecured?

Secured
 Unsecured

Advance Options
How many advances will this loan have?

Single Advance
 Multiple Advances

Phases
How many phases will this loan have?

One Phase
 Two Phase

[Back] [Next] [Cancel]

- Accept the defaulted data, verifying the screen appears as shown below. Click **Next**.

Loan Transaction Wizard [?] [X]

What type of borrower is the first borrower? Individual

What additional borrower types apply? If no more borrowers, press Next.

Borrower Types

- Individual
- Corporation
- Sole Proprietorship
- Limited Liability Company
- General Partnership
- Limited Liability Partnership
- Limited Partnership

Additional Borrower Types Selected

[Add >] [**< Remove**]

Transaction Outline

- Parties to the Loan
- Borrowers**
- Cosigners
- Guarantors
- General Information

[Back] [Next] [Cancel]

8. Accept the defaulted data, verifying the screen appears as shown below. Click **Next**.

The screenshot shows the 'Loan Transaction Wizard' dialog box. The title bar reads 'Loan Transaction Wizard' with a help icon and a close button. The main text asks: 'What type of cosigners exist with this transaction? If none, press Next.' Below this, there are two columns: 'Cosigner Types' and 'Cosigners Selected'. The 'Cosigner Types' list includes: Individual, Corporation, Sole Proprietorship, Limited Liability Company, General Partnership, Limited Liability Partnership, and Limited Partnership. Between the lists are 'Add >' and '< Remove' buttons. The 'Cosigners Selected' area is currently empty. At the bottom left is a 'Transaction Outline' tree view with folders for 'Parties to the Loan', 'Borrowers', 'Cosigners' (highlighted), 'Guarantors', and 'General Information'. At the bottom right are 'Back', 'Next', and 'Cancel' buttons.

9. Accept the defaulted data, verifying the screen appears as shown below. Click **Next**.

The screenshot shows the 'Loan Transaction Wizard' dialog box. The title bar reads 'Loan Transaction Wizard' with a help icon and a close button. The main text asks: 'What type of guarantors exist with this transaction? If none, press Finish to complete the wizard and begin the data capture for your loan transaction.' Below this, there are two columns: 'Guarantor Types' and 'Guarantors Selected'. The 'Guarantor Types' list includes: Individual, Corporation, Sole Proprietorship, Limited Liability Company, General Partnership, Limited Liability Partnership, and Limited Partnership. Between the lists are 'Add >' and '< Remove' buttons. The 'Guarantors Selected' area is currently empty. At the bottom left is a 'Transaction Outline' tree view with folders for 'Parties to the Loan', 'Borrowers', 'Cosigners', 'Guarantors' (highlighted), and 'General Information'. At the bottom right are 'Back', 'Finish', and 'Cancel' buttons.

10. Click **Finish**.

Preview and Print a Test Document

Please Note: If Rembrandt is installed on a network, log in to a workstation with Non-Administrator network rights to verify users have appropriate access rights to the program.

1. Expand the Parties to the Loan folder by clicking the plus + sign next to Parties to the Loan folder in the left Navigator. Expand Borrowers and Individual. Click **Name and Address** in the Navigator.
2. Enter **John Q. Test** in the **First**, **Middle**, and **Last** fields as shown below.

The screenshot shows the 'Name and Address' form with the following data:

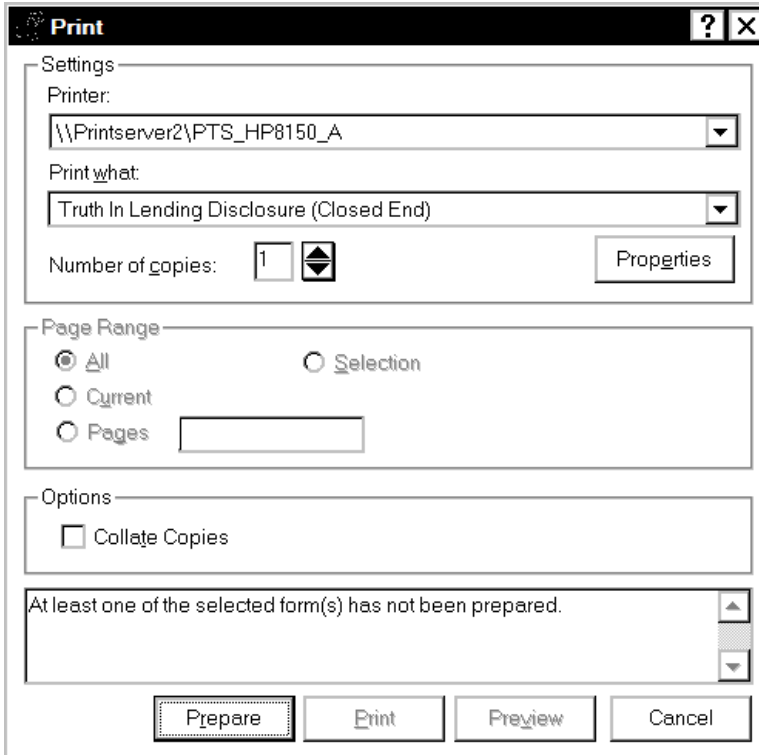
General			
Rembrandt ID	62	Host ID	
Search	<input checked="" type="checkbox"/> Customer	Risk Rating	
Preferred Language for Printed	English		

Classified			
<input type="checkbox"/> Classified File - Access to information for this party is limited.			

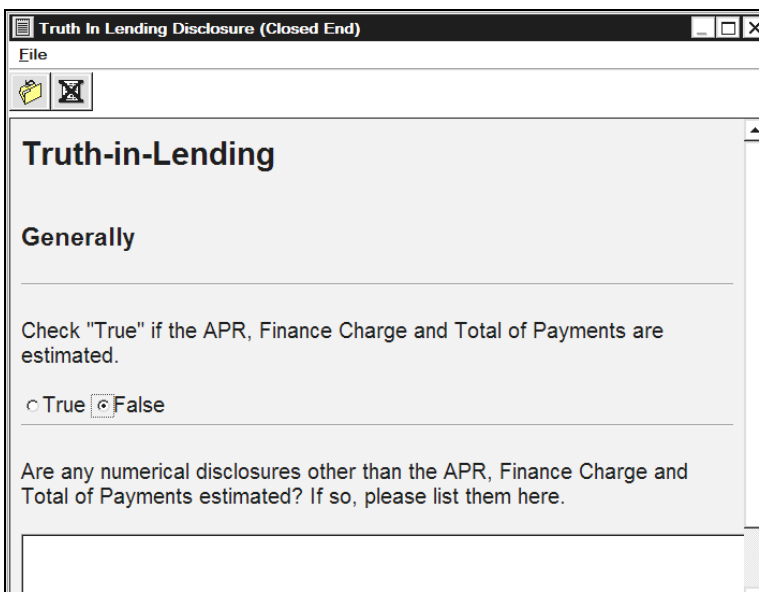
Name			
SSN	Customer	Salutation	Suffix
__-__-__	04/27/2004		
First	Middle	Last	
John	Q	Test	
AKA			

3. Click **Prepare, Preview, and Print** from the **File** menu.

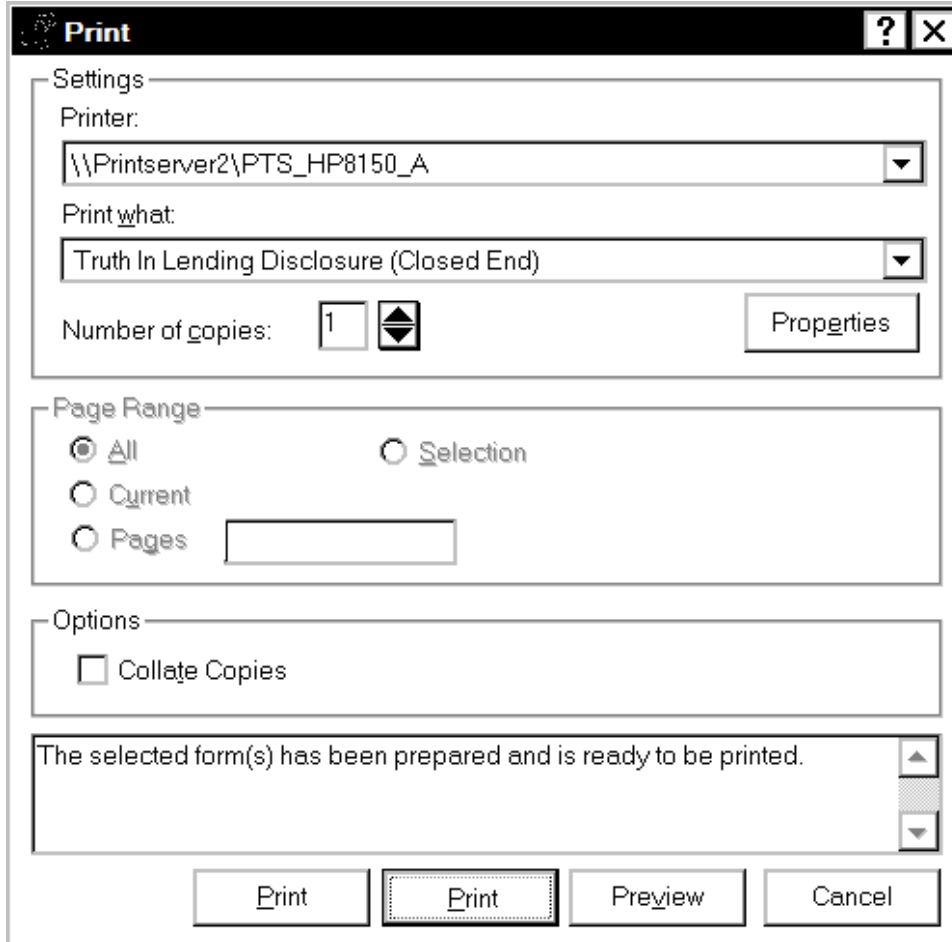
4. Select a printer to be used in your training environment from the **Printer** drop-down list.
5. Select the **Truth In Lending Disclosure** from the **Print what:** field.
6. Click **Prepare**.



7. Click the **Save and Continue** button to save and close .

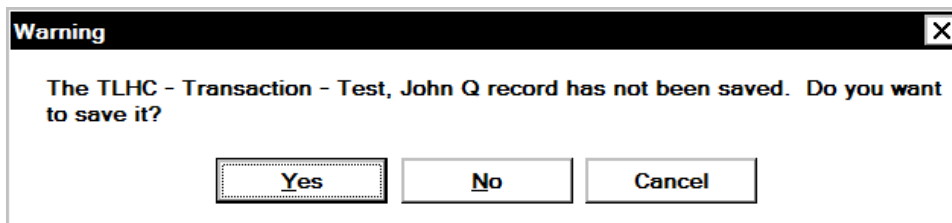


8. Click **Print**.



9. After you confirm the document printed successfully, click **Cancel**.

10. Click the bottom **X** in the upper-right corner of the screen to close the transaction. Click **Yes** on the Warning screen when prompted.

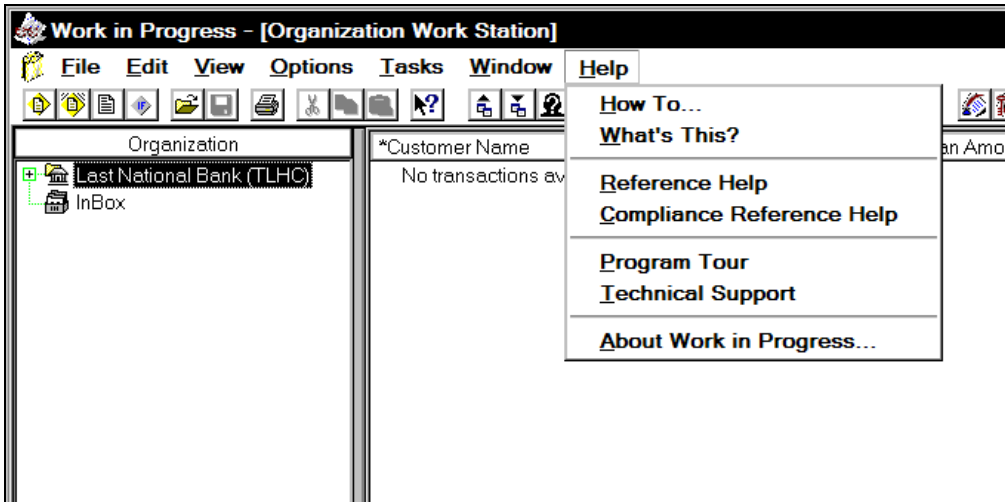


You have now successfully completed the preview and print procedure of the Rembrandt Installation Test Procedures. Leave Work in Progress open and continue with the next section on testing Help.

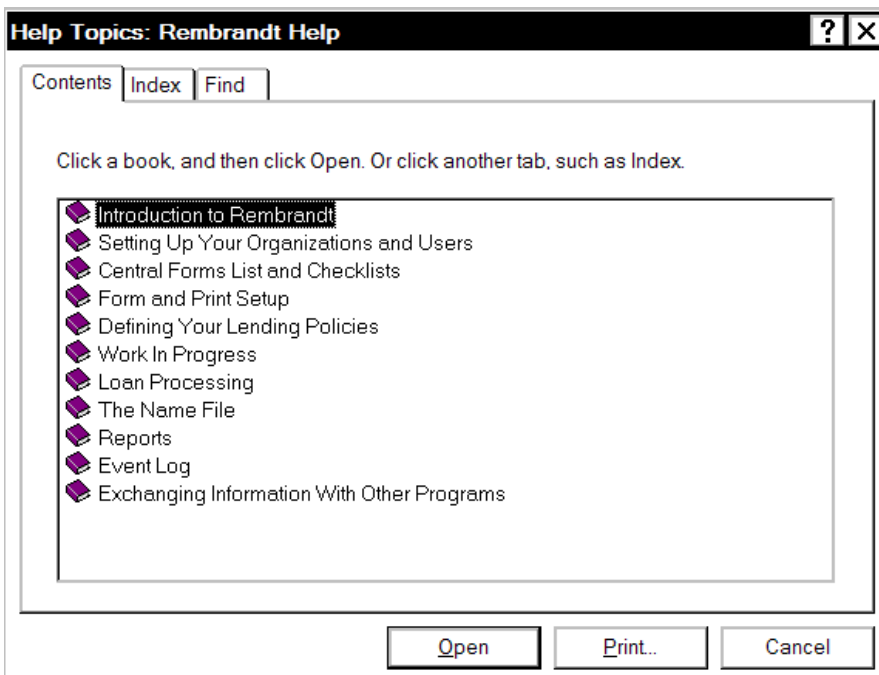
Test Help

To ensure your training environment is properly installed and ready, we request that you test the Help.

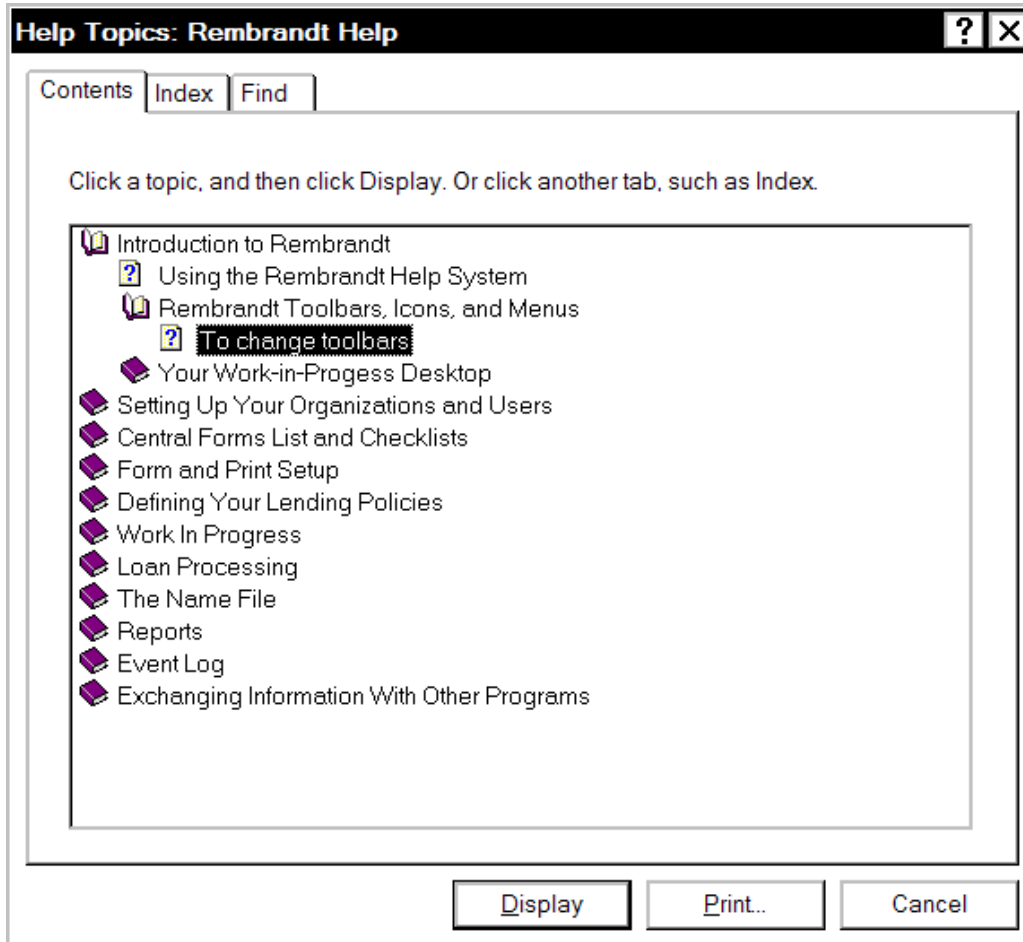
1. On the Work-in-Progress screen, click the **Help** Menu and **How To...**



2. Click the **Contents** tab.



3. Double-click **Introduction to Rembrandt** and **Rembrandt Toolbars, Icons, and Menus** to expand the contents.
4. Click the **To change toolbars** topic.



5. Click **Print**.
6. Click **Print** on the Print screen. Verify the Help topic printed successfully.
7. Click **Cancel** on the Print page. Click **Cancel** on the Help Topics page.
8. Click **Exit** from the **File** menu to close Work in Progress.

You have now successfully completed the Rembrandt Installation Test procedures.