Lockbox

R360+ Org Login Dashboard Insights User Guide

Use this guide to learn more about **R 360+ Org Login Dashboard Insights**

For questions about this guide, please reach out to your Fifth Third relationship team or contact our Commercial Support Center at 866-475-0729, Monday through Friday, 7 a.m. to 10 p.m., ET.

September 2026

R360+ Login

Logging into R360+

1. Enter the URL https://payments.deluxe.com/receivables?brandingID=FifthThird, provided by your application host, into the web browser to connect to the R360+™ application.
2. A login page will be displayed.

   NOTE: The full user setup **Okta** activation process is covered in the **Member Setup Guide** in the **Admin** training course.

3. Enter your username in the **Username** field.
4. Check **Remember me** to save the username for the next login attempt.
5. Click **Next**.

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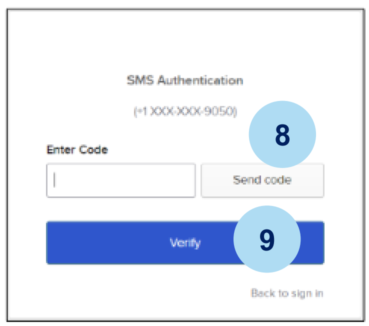
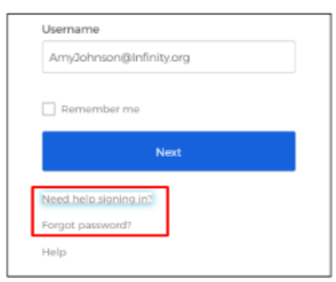
6. Enter the **Password**.
7. Click **Sign in.**

8. If **Multi Factor Authentication** is enabled, click **Send Code** to send the authentication code to the configured authentication location.
9. Enter the code provided in the **Enter Code** field and click **Verify**.



Reset Password

If the user has entered the wrong password 5 times, the account will be locked for 15 minutes. After 15 minutes, the user may attempt to log in again. A forgotten password may be remedied using the **Need help signing in** link on the login page, followed by **Forgot password**?



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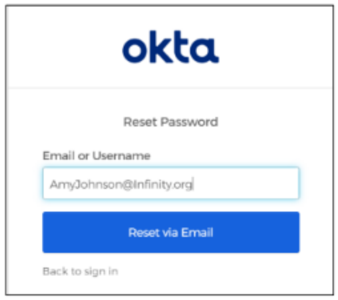
Enter username (email) and click **Reset via Email**.



An email will be sent with instructions to reset the password.

Inactivity Logout

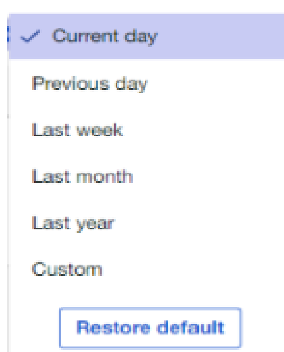
If the user is inactive (not using the browser at all) for 10 minutes, a message will be displayed on the screen to continue the session or logout. If they are completely inactive an additional 5 minutes, they will be logged out of the system, and the **Login** option will display to the user.

Dashboard

After logging into R360+, the **Dashboard** page will display. If the user does not have access to **Dashboard**, then the user's landing page will be the first menu selection on the menu navigational pane. There are two filters on the **Dashboard** page.

<table>
<tr><th>Dashboard Filters</th><th></th></tr>
<tr><td>Date Range</td><td>Use the single select drop-down to select the Deposit Date used in the imported file.

The default selection is Current day. The date range is calculated using the user's current date.


</td></tr>
</table>

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	• **Current day** – current day is both start and end date. • **Previous day** – current day minus 1 for both start and end date. • **Last week** – current day minus 7 days for the start date, while current day is the end date. • **Last month** – current day minus 30 days for the start date, while the current day is the end date. • **Last year** – current day minus 365 days for the start date, while current day is the end date. • **Custom** – allows the user to select a start and end date range. • **Restore Default** – restores the Date range filter to Current day.
Business Unit	Provides a multi-select list of the active organization and their descendent business units. The user may also key in the **Search** box which will automatically filter the business units.

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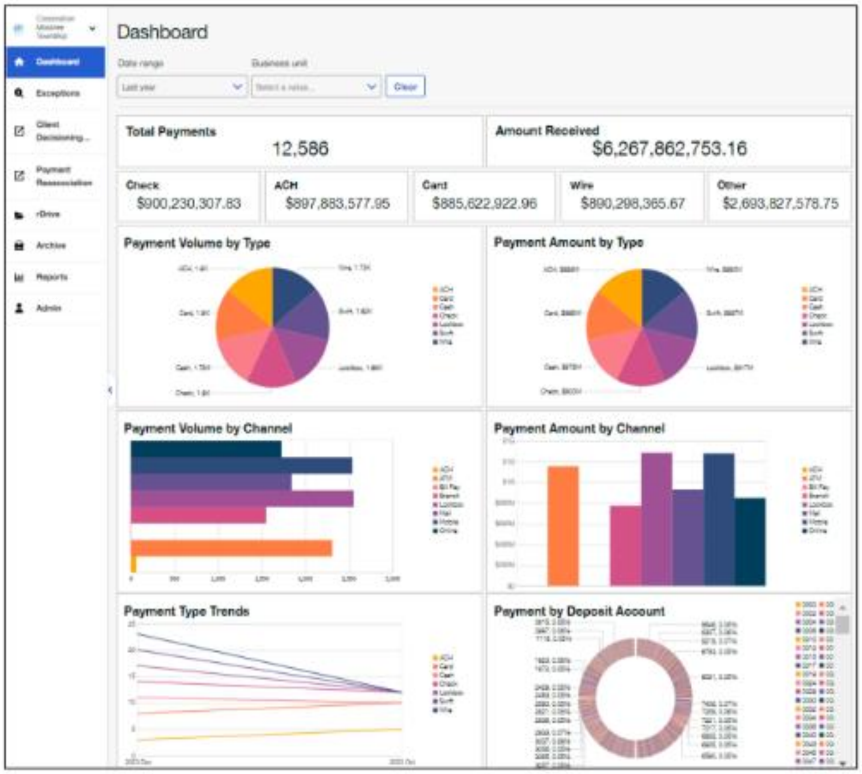
At the top of the page there is a **Page refresh** icon, which when clicked will reload the dashboard and display the last time the dashboard was refreshed. The dashboard will refresh automatically every hour.



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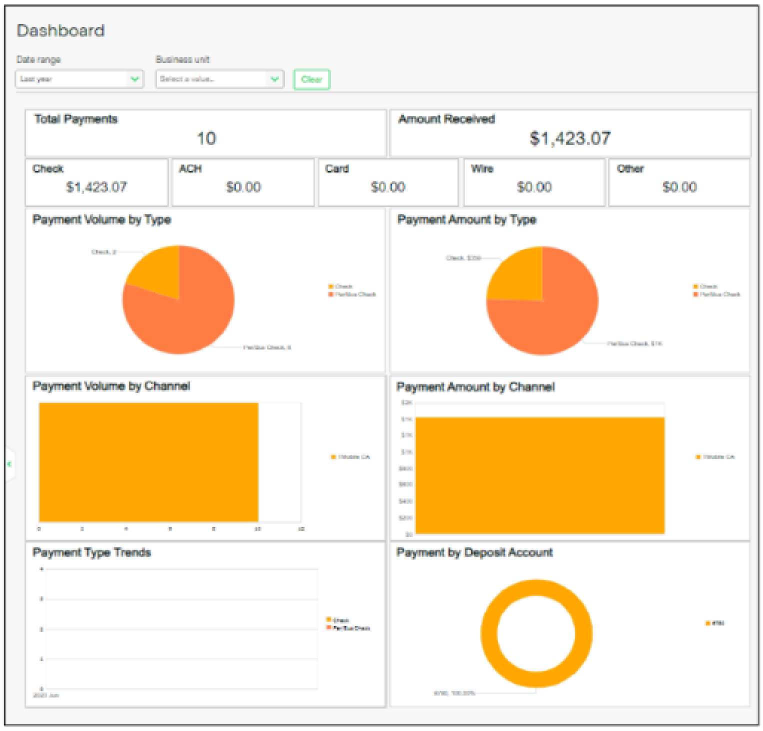
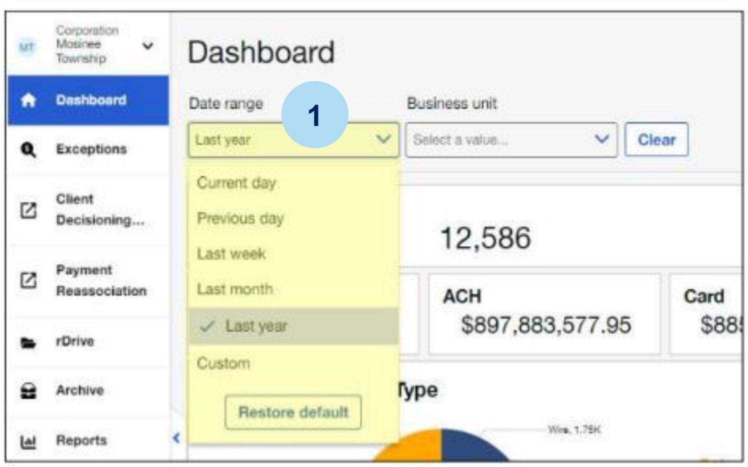
Dashboard example: when only check payments exist for the selected organization.



1. Change the **Date range** by selecting the **Date range** drop-down.



2. The **Custom** option will allow the user to select a date range. Click **Apply** to apply the range.
3. Select the appropriate **Business Unit** as needed.
4. The **Clear** option can be selected to return the dashboard to the original **Date Range** and **Business Unit** settings.

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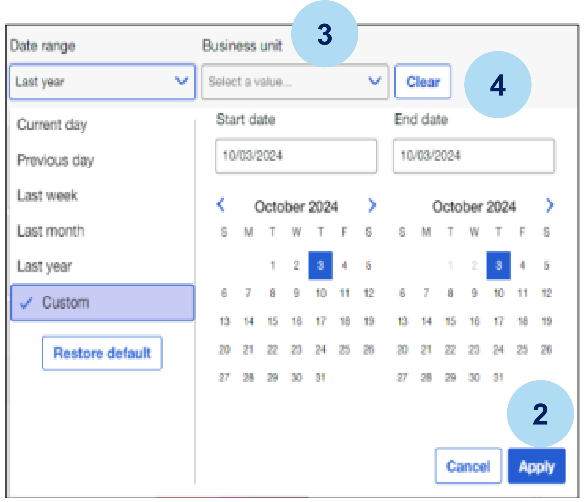
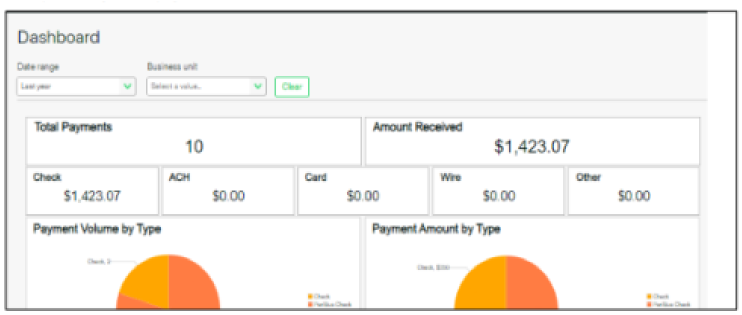
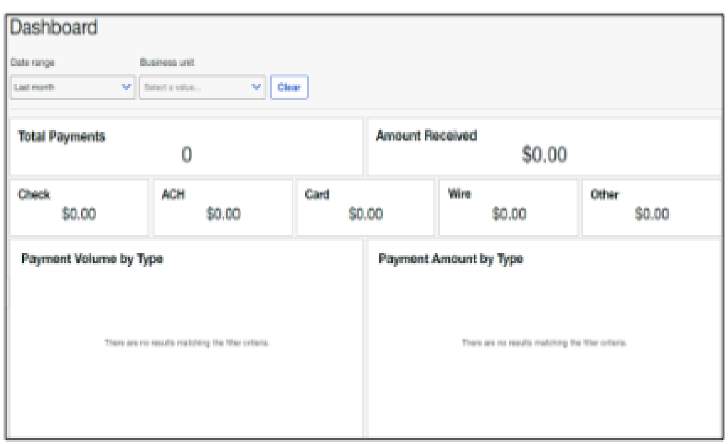


The dashboard will automatically update after the dates are selected. If multiple dates were filtered, the data for those dates are combined and displayed as one total set of results on the dashboard.

Examples of only check payments in the dashboard.



Below is an example if there are no results to display.



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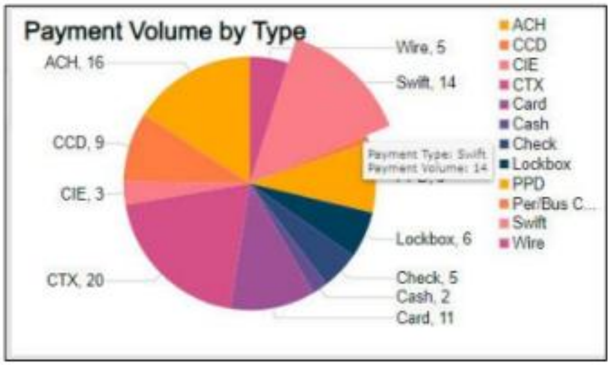
Widget Category (key) information

The categories (or key) for each widget are listed in alphabetical order, with uppercase listed prior to lowercase. Each widget of the dashboard contains information for the selected organization. Hovering on part of the image will display more information regarding that selection. The information is color coded to match the key.



Dashboard Widgets

The **Dashboard** contains 8 widgets. All 8 widgets are described below.

Total Payments and Amount Received

This widget displays the total number of payments received for the deposit date range selected in the **Dashboard**.

Total Payments	Amount Received
101	$47,809,475.22

This **Amount Received** widget displays the total amount of the configured payment types.

Total Payments	Amount Received
101	$47,809,475.22

Payment Types

The 5 payment types below will display for the selected date range in the next line of the dashboard. These 5 types are static; if the client does not use one or more of these types, the payment type will still display with a value of zero.

Check	ACH	Card	Wire	Other
$8,432.39	$22,222.28	$34,753.00	$8,039.65	$47,736,027.90

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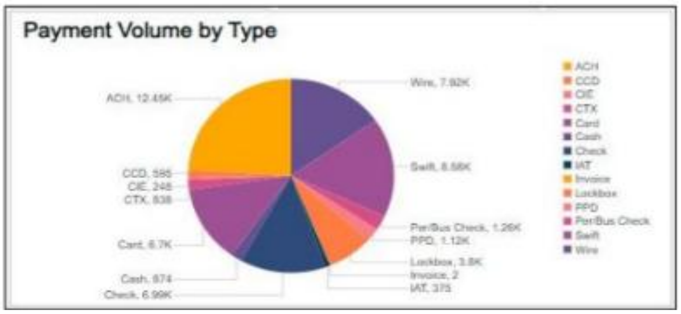
Example: Payment types when only checks exist as a payment type.

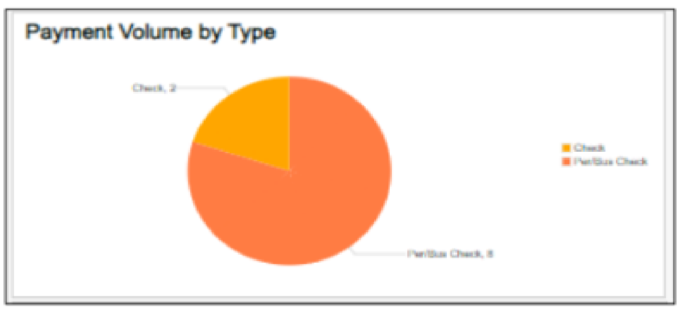
Check	ACH	Card	Wire	Other
$16,233.07				

Payments Volume by Type

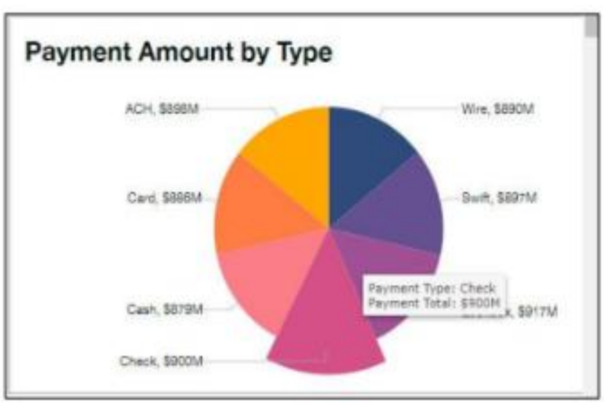
This widget displays the configured payment types in graph form, with the list of payment types, sorted in order of highest volume first, as well as the volume for each type. This is filtered by item type payments only.



Here is an example of **Payment Volume by Type** when only check payments exist.



If the user hovers on a portion of the pie graph, it will display details regarding that portion of the pie graph as displayed below.



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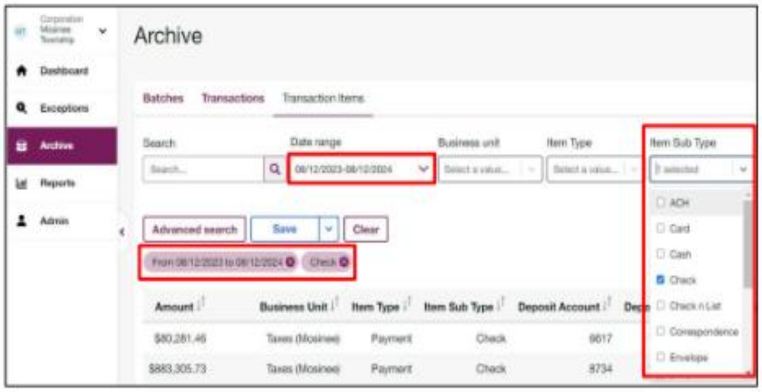
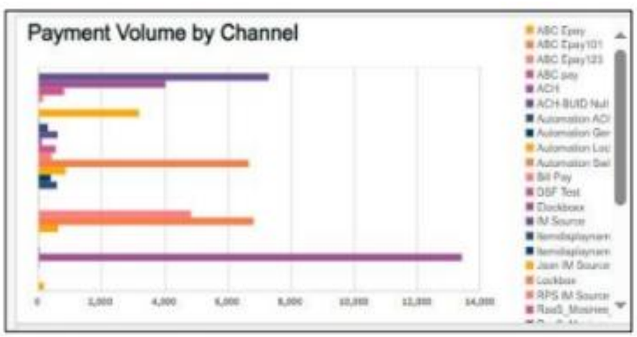
If the user clicks on the pie portion, they will be redirected to the **Archive Transaction** Items page which will be filtered by the selection from the dashboard.

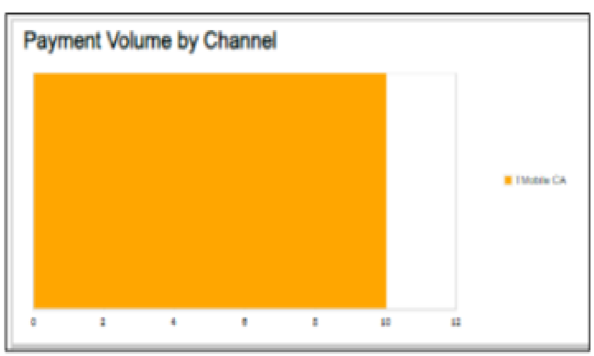


Payments Volume by Channel

This widget displays the total deposit volume of payments by channel. **Channels** are configured by an **Admin**. The payment channels are listed on the right from highest to lowest payment amounts for each channel.



Here is an example of **Payment Volume by Channel** when only check payment types exist:



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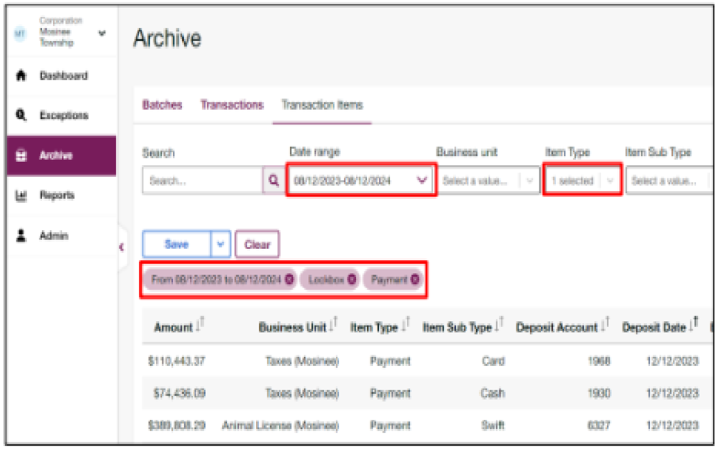
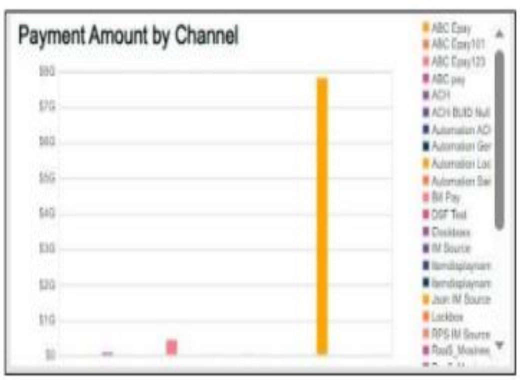
If the user clicks on data represented in the graph, they will be redirected to the **Archive Transaction** Items page which will be filtered with the data selected from the dashboard.

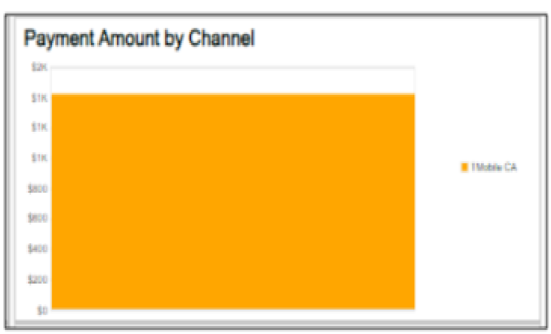


Payment Amount by Channel

This widget displays the configured payment channels (where the payment comes from) in graph form, with the list of payment channels on the right. The amounts are the total deposit amounts by channel.



Here is an example of **Payment Amount by Channel** when only check payment types exist:



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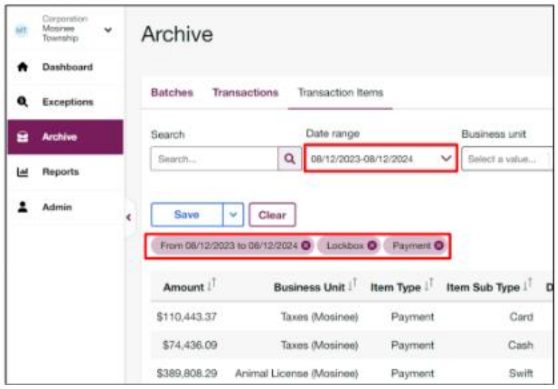
If the user clicks on data represented in the graph, they will be redirected to the **Archive Transaction** Items page which will be filtered with the data selected from the dashboard.



Payment by Deposit Account

The **Payment by Deposit Account** widget displays the total deposit amount per deposit account, sorted from lowest last 4 of DDA number to last 4 of DDA number on the right side of the widget.

Other Category in Widgets

The **Other** category that may be seen in some widgets shows the total count of all the remaining filtered item categories that are not listed in the widget's legend.

Adjustments can be made to the total categories to display. This option is located on the **Visual** tab within the **Admin** settings, labeled "**The number of slices displayed**" that is used to either increase or decrease the total number of filter items displayed.

NOTE: In the **Total Amount Received** section, the **other** field counts payment item sub type items that are **Other** than Wire, ACH, Cash or doesn't contain a check.

Insights

The **Insight** tool is a dynamic data analyst feature that scans data in the Data Lake and provides highlights regarding data over time; initially, the data rules are static. For example, an insight could be if the organization's **ACH** channel volume has grown 30% over the last month.

File Imports (FIT) for reports and documentation can be imported, which would generate an insight when the file import is complete.

When new insights occur, they will display as a notification number (the number of insights) on the **Insights** lightbulb.

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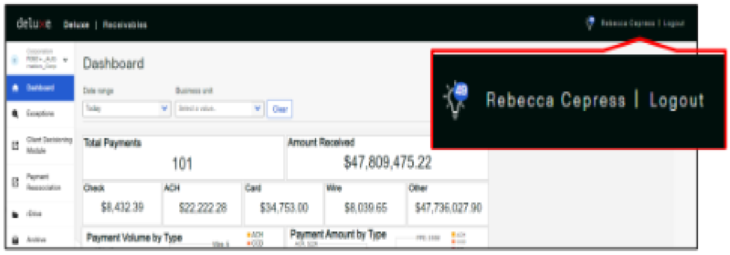
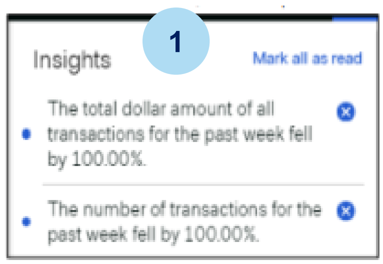


1. Click the lightbulb to view the insight(s). Once the lightbulb has been clicked, the notification number will be removed, and a dropdown will display.



The latest insights are displayed first. The dot on the left signifies this insight has never been viewed. The **X** on the right indicates the insight has not yet been marked read.

NOTE: The color of the dot, check mark and **Mark all as read** will display in the primary action color theme for the corporation.

2. Review the insight and click the **X** on each insight to mark it read.

NOTE: All insights can be marked read by clicking **Mark all as read**.

Insights are generated at the corporation level and tracked at user level, meaning all users for a corporation will receive the insight notifications and each user must click and mark insight as read separately.

Insights are generated at regular intervals (weekly, monthly, yearly). The history of older insights **are not maintained**. The same insights will be replaced if a new insight is generated. For example, if there is a weekly insight "**Transaction growth count week on week basis**," every week there will be a new insight with the latest data, and the older insight will be replaced with the new insight.

Some insights can redirect the user to another page. For example, if a user reviews a notification regarding a file imported into **rDrive**, the user can click **View in rDrive** in the insight and will be redirected to the **rDrive** home page with the file referenced in the notification displayed.

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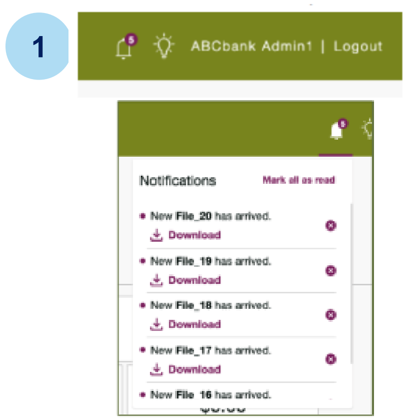
Notifications

When a new file is imported and available for download, users will be notified via a notification under Notifications (bell icon) as displayed below. If a user has received a notification, the count on the notification icon will indicate how many unread notifications exist.

1. Click on the **notification icon** to view a list of all notifications that have been sent.



If the user clicks on the notification, it will mark it as 'read.'

2. Remove a notification from the list by clicking the **X** next to the notification which will permanently remove it.

Currently the only notifications being triggered occur when files arrive in the **rDrive**. However, future enhancements will enable other notifications to be sent to users via the **Notifications** dropdown. All notifications will be permanently deleted after 14 days.

If **View File** is selected on the **Notification**, the user will be navigated to the **rDrive** page with only that specific file displayed.

The user can click **Clear on the rDrive** page to return to the default view of the **rDrive homepage** which will display **All Files**.

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