MyDreyfus

Customize our site to meet your specific cash management needs

User Resource Guide
MyDreyfus allows you to customize your experience on our website. Users must create a profile which will allow the ability to customize fund watchlists, subscribe to receive regulatory documents, fact sheets and order printed materials. The Literature Center provides quick access to regulatory documents, fund fact sheets and select marketing material. Each document can be accessed in one of the following ways: downloaded, emailed, subscribe to receive when updated and ordered for physical copies to be sent.
Definitions
The below is a summary of what each action entails. Detailed information can be found in each subsequent area.

**Client Type Selection:** Self identify your role.

**Dynamic Cart & Checkout:** Tracks the items in your cart where you can manage and complete your order.

**Literature Center:** Easy-to-locate mutual fund documents, such as research, commentaries and regulatory documents. Also manage preferences (download, e-mail, subscribe and order).

**Log In as an Existing User / Register as New User to Create a Profile:** Once logged in, you can create watchlists, subscribe to fund documents and order printed materials.

**MyDreyfus Dashboard:** The user’s profile in a single page view. Access and update your preferences.

**Subscriptions:** Customize the frequency you would like to receive notifications of document updates electronically. You can also “shop the marketplace” and request literature be mailed to you directly.

**Watchlists:** Your customized Watchlist allows you to view changes to your selected mutual funds and see their pricing and performance relative to each other.

**Update My Profile:** Allows you to change your contact information and password.
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This **User Resource Guide** is a step-by-step document that will thoroughly take you through all capabilities within MyDreyfus:

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MyDreyfus Profile
Registration/Log In
Registration

By registering as a new user or re-registering as a prior MyDreyfus customer, you are able to create a profile which allows you to create watchlists, subscribe to fund documents and order printed materials.

Steps for Registering:
1) Click MyDreyfus at the top right of your screen
2) “REGISTER” button
3) Enter your First Name
4) Enter your Last Name
5) Enter your Company Name
6) Enter your e-mail address
7) Create a password
   (Password must be at least eight [8] characters long, contain at least one letter and one number)
8) Confirm password
9) Click the bronze “SEND E-MAIL” box
Log In

Once you have registered, to Log In, follow the below steps to access your MyDreyfus.

**Steps to Log In:**

1. Click “MyDreyfus” at the top right of your screen
2. Enter your e-mail address
3. Enter your password
4. Option to click “Remember Me”
5. Click the bronze “LOG IN” box
Forgot Password

Don’t worry! Just follow the below steps to reset your password.

Steps to Reset Password:
1) Click “MyDreyfus” at the top right of your screen
2) Click “Forgot Password?”
3) Enter your e-mail address
4) Click the bronze “SEND EMAIL” box
5) You will receive an e-mail from BNYMellon Messages titled “MyDreyfus Password Reset”
6) Follow the steps on Registration page 5 to set a new password
MyDreyfus E-Mail Examples

Once you have registered, reset your password, changed your password or modified your e-mail address, below are examples of e-mails that will be sent to you.
Literature Center
Literature Center

The literature center is where you can easily find, download and share fund documents. By becoming a MyDreyfus user, you will be able to automatically receive fund documents including fund fact sheets, prospectuses, annual and semi-annual reports electronically. It's secure, fast and convenient.
Cart: Selecting Funds and Collateral

The below image is an example of what options are available to you on the literature center.

1) Search by Fund Name, Ticker, Product Code or CUSIP. Can search by partial text value too.
2) View Mutual Funds or Money Market Funds or Equity, Fixed Income & Alternative Funds listing by clicking on tabs.
3) Key of available actions
4) Click on the arrow to expand the row to view all underlying documents. Click again to close.
5) Checking one of the “All Materials” box will apply the given action to all underlying documents for the fund.
6) Log In to MyDreyfus (authenticate) to Subscribe and Order.
7) Download and Share Via Email (no authentication needed)
Cart: Placing & Reviewing Your Order

Once items are in your shopping cart, you will have the opportunity to review the order and provide your shipping address.

1) The Shopping Cart icon appears in the header on all pages. It displays the number of items in the shopping cart (once logged in). Clicking on the icon prior to log in opens the Log In screen.

2) A message will pop up confirming your order.

3) Use the “x” as shown below to remove a document from the order.
Cart: Shipping Your Order

Now that you have reviewed your order, you are ready to ship it.

1) User enters all fields (mandatory) for where the order will be shipped:
   a) Recipient’s Name
   b) Address
   c) City
   d) State
   e) Zip code
   f) Phone Number

2) Checking this box will save your Shipping Address for future orders. Note you must click on “Place Order” for this to take effect. Unchecking this and placing an order will remove the saved address.

3) Click “Place Order” to send your order for print fulfillment.

4) A confirmation screen will be displayed and an email will also be sent.
Watchlist
Create & Modify Your Watchlist

Your customized Watchlist allows you to view changes to your selected mutual funds and see their pricing and performance relative to each other.

You can add funds to your Watchlist via the fund detail pages by clicking the icon.

Steps to Create Customized Watchlist:

1) At the top right of your screen hover over “Products”
2) Click on the product type that you are looking for.
3) You can Add to Watchlist and View Historical Prices

You can view and further modify your watchlist in the MyDreyfus Dashboard section starting on page #17.
MyDreyfus Dashboard
View Your Watchlist

Your customized **Watchlist** allows you to view changes to your selected mutual funds and see their pricing and performance relative to each other.

Once you have added funds to your **Watchlist** via the fund detail pages by clicking the 🕵️‍♂️ icon, you can view them here and also add additional funds via searching funds by name, ticker, code, or CUSIP.

**Steps to Create Customized Watchlist:**

1) At the top right of your screen hover over “MyDreyfus” then click on “WATCHLIST”.

2) Select either from “Money Market Funds” or “Equity, Fixed Income & Alternative Funds”

3) Search for and add additional funds by name, ticker, code, or CUSIP. Click on one of the returned names and then click on the bronze “ADD FUND” button.

4) Click on the “X” to remove funds from your Watchlist.
Subscriptions

Subscriptions allow you to select the frequency you would like to receive an updated version of your requested document. MyDreyfus will combine all updates in a single e-mail for the given period.

Steps to Manage Subscriptions:

1) At the top right of your screen hover over “MyDreyfus” then click on “Subscriptions”.

2) Only documents that you have subscribed to will be under DOCUMENT NAME.

3) Select the frequency with which you would like to receive your selected documents.
Update My Profile

Keep your contact information up to date for your MyDreyfus profile. This will ensure you always receive the latest subscriptions and notifications. Insert your changes here and click on the "Update My Profile" button.

Your email address is used to access MyDreyfus services. We will send your subscription updates and notifications to this address. It is also your log in user name for MyDreyfus.

Steps to Update “My Profile”:
1) At the top right of your screen hover over “MyDreyfus” then click on “My Profile”
2) Update your First Name
3) Update your Last Name
4) Update your Company Name
5) Update your E-mail Address
6) Click the bronze “UPDATE MY PROFILE” box
   You will receive an e-mail from BNYMellon Messages titled “MyDreyfus Password Reset”
7) To change your password, click on the bronze “CHANGE MY PASSWORD” box
Sign Out

To keep your MyDreyfus information secure, sign out of your session when you are finished. The system will log you out automatically with prolonged inactivity.

Steps to Sign Out:

1) At the top right of your screen hover over “MyDreyfus” then click on “Sign Out”

2) You will receive a message indicating that you are Logging Out
Contact Us

For more information please call your Dreyfus Cash Solutions Representative or call 800-346-3621.

Investors should consider the investment objectives, risks, charges, and expenses of a money market fund carefully before investing. To obtain a prospectus, or summary prospectus, if available, that contains this and other information about the fund, contact your Dreyfus Cash Solutions Representative or visit dreyfus.com. Read the prospectus carefully before investing.

Important Information:

Retail Prime and Tax-Exempt/Municipal Money Market Funds: You could lose money by investing in a money market fund. Although the fund seeks to preserve the value of your investment at $1.00 per share, it cannot guarantee it will do so. The fund may impose a fee upon the sale of your shares or may temporarily suspend your ability to sell shares if the fund’s liquidity falls below required minimums because of market conditions or other factors. An investment in the fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The fund’s sponsor has no legal obligation to provide financial support to the fund, and you should not expect that the sponsor will provide financial support to the fund at any time.

Government/Treasury Money Market Funds: You could lose money by investing in a money market fund. Although the fund seeks to preserve the value of your investment at $1.00 per share, it cannot guarantee it will do so. An investment in the fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The fund’s sponsor has no legal obligation to provide financial support to the fund, and you should not expect that the sponsor will provide financial support to the fund at any time. Although the fund’s board has no current intention to impose a fee upon the sale of shares or temporarily suspend redemptions if the fund’s liquidity falls below certain levels, the board reserves the ability to do so after providing at least 60 days prior written notice to shareholders.

Institutional Prime and Tax-Exempt Money Market Funds: You could lose money by investing in a money market fund. Because the share price of the fund will fluctuate, when you sell your shares they may be worth more or less than what you originally paid for them. The fund may impose a fee upon the sale of your shares or may temporarily suspend your ability to sell shares if the fund’s liquidity falls below required minimums because of market conditions or other factors. An investment in the fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The fund’s sponsor has no legal obligation to provide financial support to the fund, and you should not expect that the sponsor will provide financial support to the fund at any time.

All investments involve risk including loss of principal. Certain investments involve greater or unique risks that should be considered along with the objectives, fees, and expenses before investing.

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CIS-77771-2019-09-16