**MCMASTER DINERS CLUB AND PCARD USERS**

**Corporate Card *DINERS CLUB* Cardholders**

As a Diners Club cardholder you have or will be receiving a notice from Bank of Montreal (BMO) concerning the implementation of the Spend Dynamics Reporting Tool. ***This is not to be confused with your BMO PCard.*** While both the Diners and PCard are BMO products, Diners Club has just launched Spend Dynamics as their web-based reporting tool to access your Diners statements.

On September 12,2018 you would have received a password and log-in information via two separate emails. Please check your Junk Folder if you did not receive the notification. Please see below for sample email that you would have received for your User ID and Password.

Please see the following link that BMO provided for User Guide and Tutorials

(The links work best in Google or Internet Explorer – right click on the link, copy hyperlink, open web browser, paste and go)

[Quick Reference Guide](http://click.tps.bmo.com/?qs=0e2cf9104eb06b57b20c7d4d13678aba47ef4bdee025a7bb290d69f0002d121c49321b80783c2a9b999996e66e2c443efaab207933ebca10e680836972eeea8c)

[Video Tutorials](http://click.tps.bmo.com/?qs=0e2cf9104eb06b5759ea7309c43ec417937bb80a61ebba1563bef7ae45e8fdfa976a42c751e7a013fca7faa8a686e81b22df212c1c3a2fcd211d64af1f850203)

Open House regarding Spend Dynamics support will be available on September 19 T13 Room 111

Hours 9-12am and 1-4pm

Please contact Kathryn Wright with any questions or concerns and she will be able to assist you during this transition.

Kathryn Wright

Credit Card Administrator

Ph: 905-525-9140 Ext. 24645

Email: kwright@mcmaster.ca

**Sample of First E-Mail: User Name**

**From:** BMO Administration [mailto:do-not-reply@spenddynamics.com]
**Sent:** September 12, 2018 4:46 PM
**To:** Wright, Kathryn <kwright@mcmaster.ca>
**Subject:** BMO Spend Dynamics User Name / Connexion utilisateur BMO Opti-dépenses

|  |
| --- |
|  |

|  |
| --- |
|  |
|  |
|  |

|  |
| --- |
|  |
| **Your Access to BMO's Spend DynamicsTM Reporting Tool**  |
|  |  |
|   |
|  |  |
| We are pleased to advise that your organization has approved your access to BMO Spend Dynamics, a web-based reporting tool for your corporate card. |
|  |  |
| Your username is: 9 Digit Number in Red |  |
| Your password will be sent in a separate email. |  |
|  |  |
| Once you have received your username and password, you can access the tool using the following link: [https://www.bmospenddynamics.com](%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20https%3A/www.bmospenddynamics.com%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20)  |  |
|  |  |
| Thank you for using BMO Spend Dynamics. |  |
|  |  |
| This message is intended only for the person or entity to whom it is addressed and may contain information that is privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient, you are hereby notified that any dissemination or copying of this communication is strictly prohibited. If you have received this communication in error, please delete the message and its attachments and notify your Card Program Administrator immediately. |  |
|  |  |

**Sample of Second E-Mail: Password**

**From:** BMO Administration [mailto:do-not-reply@spenddynamics.com]
**Sent:** September 12, 2018 4:46 PM
**To:** Wright, Kathryn <kwright@mcmaster.ca>
**Subject:** BMO Spend Dynamics Password / Mot de passe BMO Opti-dépenses

|  |
| --- |
|  |
|  |
|  |
|  |

|  |
| --- |
|  |
| **Your Access to BMO's Spend DynamicsTM Reporting Tool**  |
|  |  |
|   |
|  |  |
| We are pleased to advise that your organization has approved your access to BMO Spend Dynamics, a web-based reporting tool for your corporate card. |
|  |  |
| Your password is: 17 Digit Number in Red |  |
| Your username will be sent in a separate email. |  |
|  |  |
| Once you have received your username and password, you can access the tool using the following link: [https://www.bmospenddynamics.com](%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20https%3A/www.bmospenddynamics.com%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20%20)  |  |
|  |  |
| Thank you for using BMO Spend Dynamics. |  |
|  |  |
| This message is intended only for the person or entity to whom it is addressed and may contain information that is privileged, confidential or otherwise protected from disclosure. If you are not the intended recipient, you are hereby notified that any dissemination or copying of this communication is strictly prohibited. If you have received this communication in error, please delete the message and its attachments and notify your Card Program Administrator immediately. |  |