



CU Publisher **BL247 Desktop**

Update your credit union's business online banking website

INSIDE THIS GUIDE:

This guide describes the CU Publisher product BL247 Desktop! This product allows you to customize your credit union's online banking website for business members. Customize your website to match your CU brand and configure a custom layout.

Last Revision date: August 28, 2026

Find other Reference Materials page on our website: <https://www.cuanswers.com/resources/doc/cubase-reference/>

Start your online help journey here:
<https://help.cubase.org/cubase/Welcome.htm>

*CU*BASE® is a registered trademark of CU*Answers, Inc.*

Table of Contents

BL247 Desktop Overview	3
Marketing & Branding.....	4
Colors & Branding	4
Colors	4
Login Page Options.....	5
Home Page Options.....	6
Widget Options	7
Profile Page Options	7
Favicon	7
Banners Ads	7
Layout & Menu.....	8
Contextual Menu	9
Mega Menu	9
Login Options	10
Widgets	11
Product Options	13
Branch & Assist.....	13
Regulatory	14
System Status.....	14

The CU*Answers Internet Retailer Support Center team is here to assist at any time. Find us, contact us, and learn more via [The Store](#) | [The Website](#) | [Email](#)

BL247 Desktop Overview

Upon launching the CU Publisher product BL247 Desktop, you'll see the menu of configuration options on the left side and preview of **BizLink 247** online banking on the right side. There are two different options to open the preview in a separate tab: the first menu button **Preview BizLink in New Tab** and the popout icon directly below the in-editor preview. The dropdown below the in-editor preview (and the preview that appears after selecting **Preview BizLink in New Tab**) allows you to choose to preview your online banking website on different devices. (To view different screen size previews when selecting the popout icon, you'll have to manually change the window size.)

BL247 Desktop Home Page

The screenshot displays the BL247 Desktop interface. On the left, there is a sidebar with configuration options categorized into three main sections: Marketing & Branding, Layout & Menu, and Product Options. The Marketing & Branding section includes 'Colors & Branding' (marked as 'New!') and 'Banner Ads'. The Layout & Menu section includes 'Contextual Menu', 'Mega Menu', 'Login Options', and 'Widgets'. The Product Options section includes 'Branch & Assist', 'Regulatory', and 'System Status' (marked as 'ACTIVE').

The main area on the right shows a preview of the online banking website. The website header includes the BL247 logo, navigation links (Home, Pay & Transfer, Business Services, Go Mobile, New Accounts), and user information (Samantha). The main content area features a 'Manage Money Like a Pro' banner, a 'Password Change Reminder', and a 'Favorite Accounts' list. The right sidebar of the preview shows account balances for various services like Share Accounts, Certificates, Loans, Credit Cards, and Investments.

At the bottom of the preview area, there is a dropdown menu set to 'Desktop' and a popout icon.

When the online banking website is accessed via mobile device, the widget column sidebars will be listed below the main section content. The left column of widgets will display

BL247 Desktop is separated into 3 customizable sections: Marketing & Branding, Layout & Menu, and Product Options. When making edits to any section, select **Publish** to save and publish your changes.

Marketing & Branding

This section of BL247 Desktop allows you to customize the general look of your online banking website along with the carousel of ads featured on the home page.

Colors & Branding

From the home page, select **Colors & Branding** to configure the style of your **BizLink 247** online banking website.

Colors

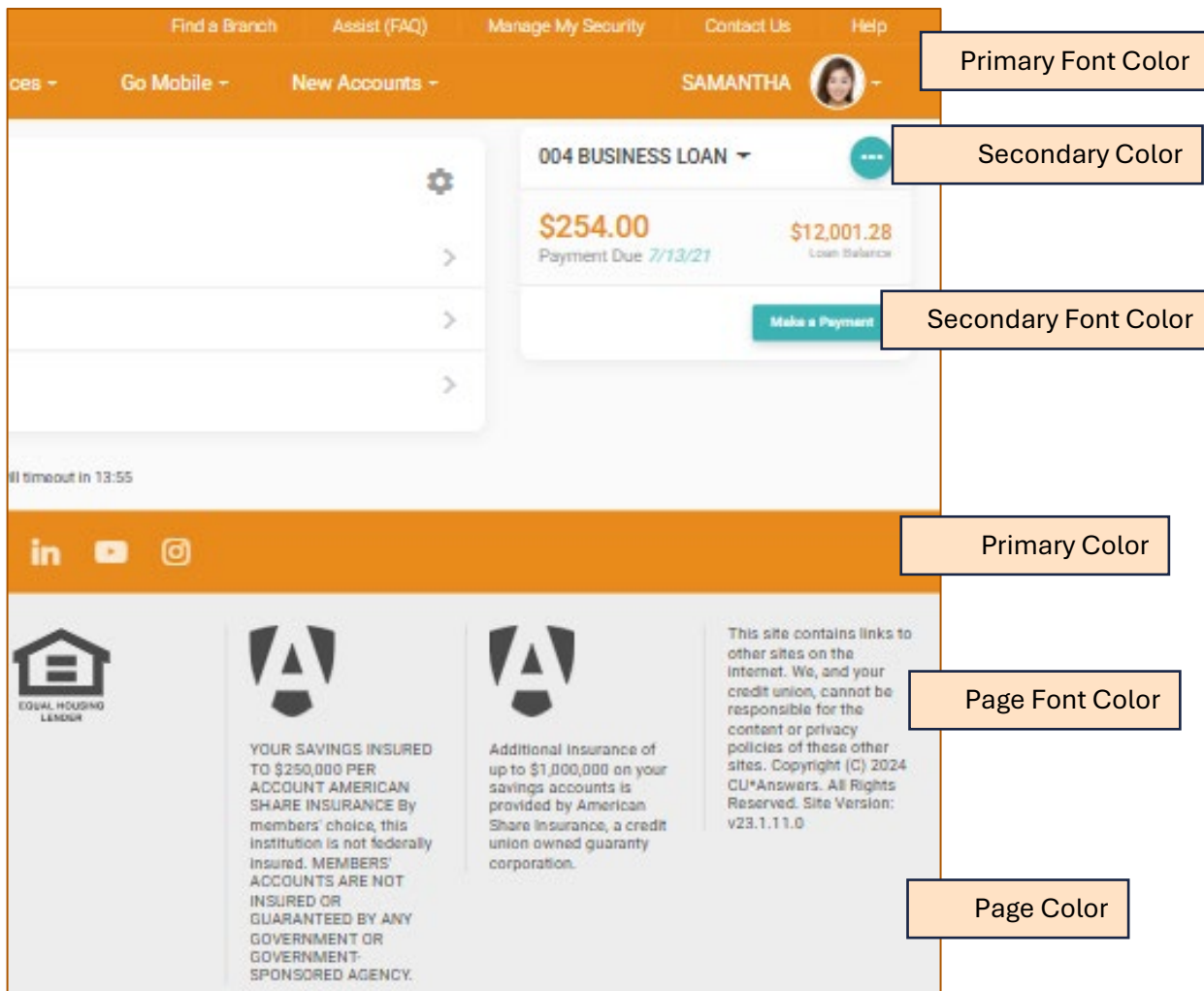
Select **Colors** to configure the website color scheme. **BizLink 247** online banking supports both light and dark mode, so you have the option to configure different color schemes for each. It's important to ensure the configured color choices in both modes provide enough contrast for content to be legible. To view some helpful guidelines on configuring colors, select [**Light & Dark Mode Color Guidelines**](#).

Use the Light Mode and Dark Mode tabs to toggle between configuring colors for each mode. You'll be able to set primary, secondary, and page colors for each mode.

When editing dark mode colors, you can toggle the switch to **Enable Dark Mode**, allowing users to set their appearance settings to dark mode. If this switch is toggled off, your online banking website will only display in light mode.

Color	Affects...
Primary Color	The primary color appears as the background color for the header menu bar and social media links widget. It will also appear as the background on any filled headers.
Primary Font Color	This color is used for the text in the header bar. It will also be used for text in any filled background headers.
Secondary Color	This is the fill color for buttons and icon backgrounds. It is also the outline and text color of unfilled buttons.
Secondary Font Color	This is the color of the button text and icons in filled icon buttons.
Page Color	The page color is the background behind all the widgets.
Page Font Color	The page font color is the color of the text that appears directly on the page background, including all footer text.

Note: The social media icon and regulatory icon colors cannot be customized.



In this section, you can also configure the logo image that appears in the header menu bar. The logo will be the same for both light and dark mode, so be sure to pick a PNG or JPG with enough contrast against your *Primary Color* for both light and dark mode. The recommended size is 240px by 80px. You can remove the logo by selecting **Remove Logo**.

Login Page Options

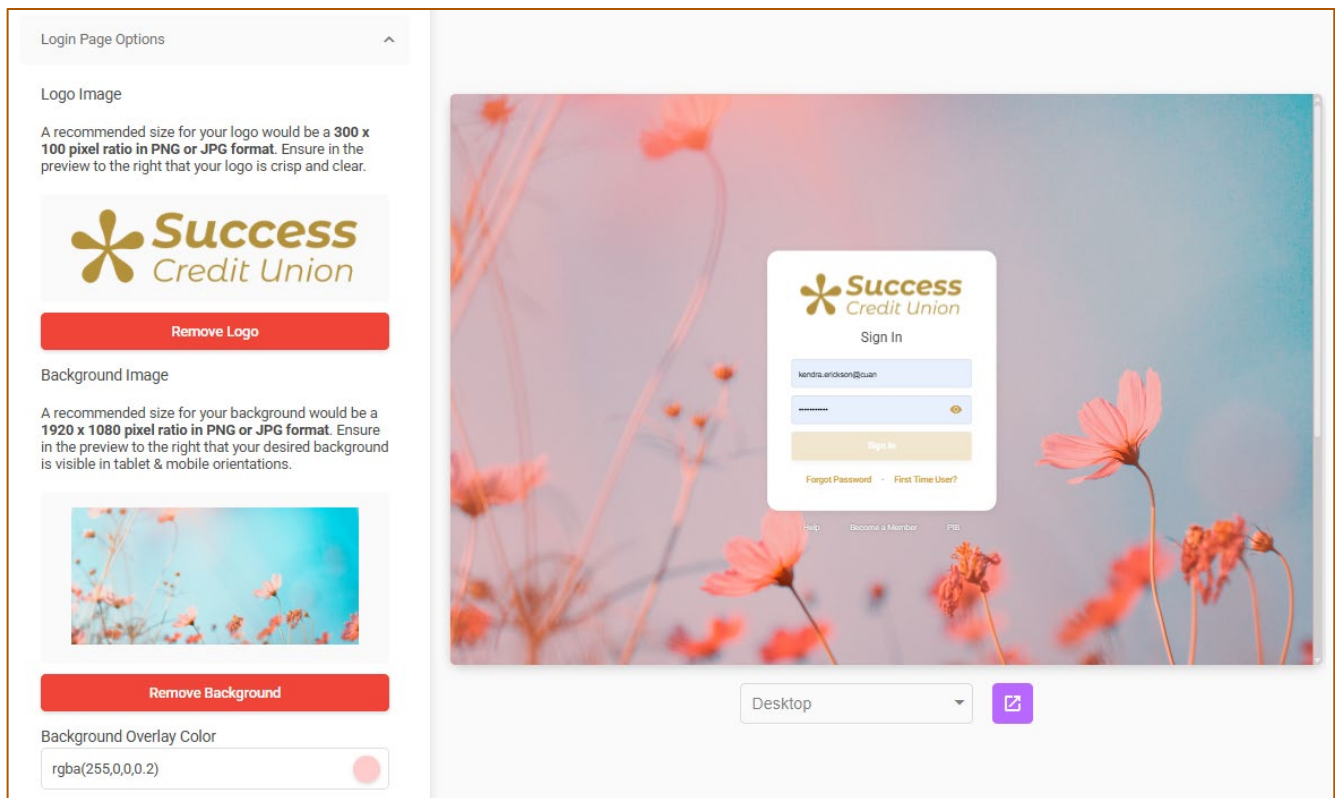
The Login Page Options dropdown allows you to configure the images on the **BizLink 247** online banking login page.

You're able to configure the logo that appears in the login widget above the sign in fields. It is recommended to upload a 300px by 100px PNG or JPG for clarity.

You can also configure the background image that appears behind the login widget. It is recommended to upload a 1920px by 1080px PNG or JPG as the image will be resized to fit within those dimensions. (The image ratio will be preserved to prevent distortion.) When accessing the login page on a smaller screen, the image will be cropped to display only what fits within the screen size.

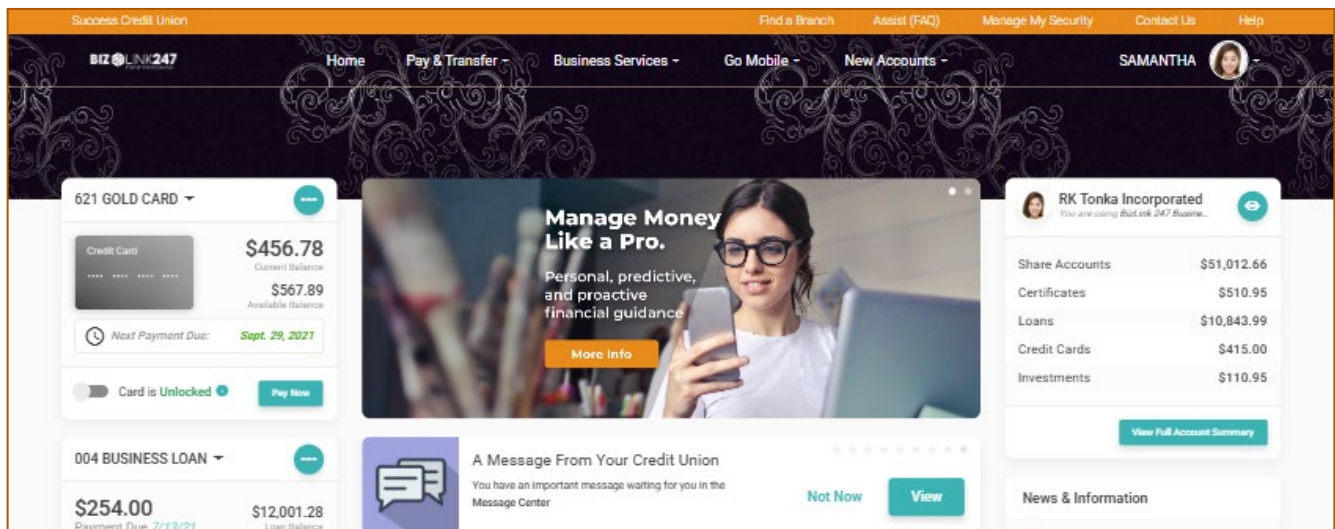
Be sure to use the preview to ensure both images display as expected in all device sizes.

Along with the background image, you can also configure a *Background Overlay Color*, which will display over the background image. Use the color picker to select a color and transparency level. You can remove the overlay color by changing the last number to 0. (This sets the overlay color as entirely transparent.)



Home Page Options

The Home Page Options dropdown allows you to add a header image to replace the primary color as the background for the header menu bar. The header image will not replace the uppermost navigation bar including the branch, assist, contact, and help links. Only the top 60 px of the image will cover the header menu bar and appear on every page. On the home page, an additional 126px will appear at the top of the screen under the header menu bar, but this portion of the image will disappear upon scroll. (The transition appears as if the screen is sliding up over the image.)



The recommended size is a 2000px by 200px PNG or JPG. If the uploaded image has smaller dimensions, it will be repeated across the screen to cover the full width. *Be sure to preview the background in both desktop, tablet, and mobile views to ensure it displays as desired.*

If a header image is uploaded, an additional field (*Header Overlay Color*) will appear. Use the color picker to select a color and transparency level. You can remove the overlay color by changing the last number to 0. (This sets the overlay color as entirely transparent.)

Remove the header image by selecting **Remove Header Image**.

Widget Options

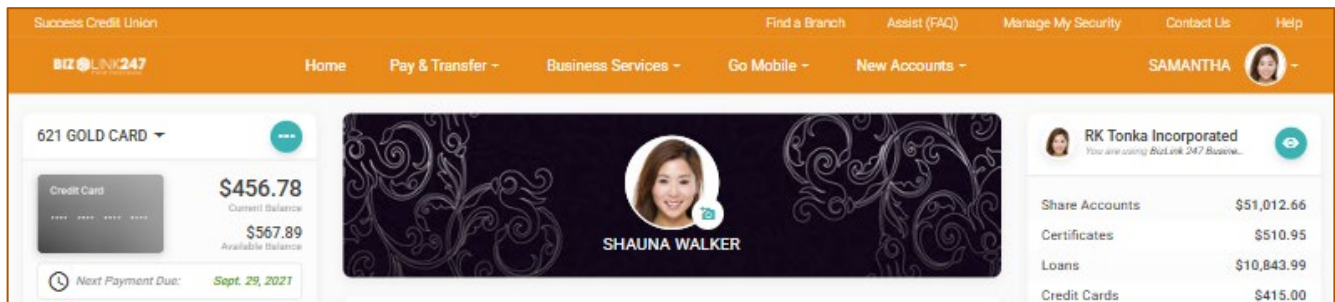
This section allows you to configure plastics images that display within the card controls widget. The JPG or PNG image size must be 450px by 282px. A stock image will be used if none are configured.

Profile Page Options

This section allows you to configure the background image that appears behind the user's profile photo on the settings screen.

The recommended size is a 1920px by 1080px PNG or JPG. If the uploaded image does not span the full width, it will be zoomed in to cover the width. *Be sure to preview the background in both desktop, tablet, and mobile views to ensure it displays as desired.*

There is an option to add a *Background Overlay Color* on top of the image. Use the color picker to select a color and transparency level. You can remove the overlay color by changing the last number to 0. (This sets the overlay color as entirely transparent.)



Select **Remove Background** to revert back to the plain white background.

Favicon

This section allows you to configure the favicon to display in your online banking website browser tab. The uploaded image must be a PNG; the recommended size is 192px by 192px.



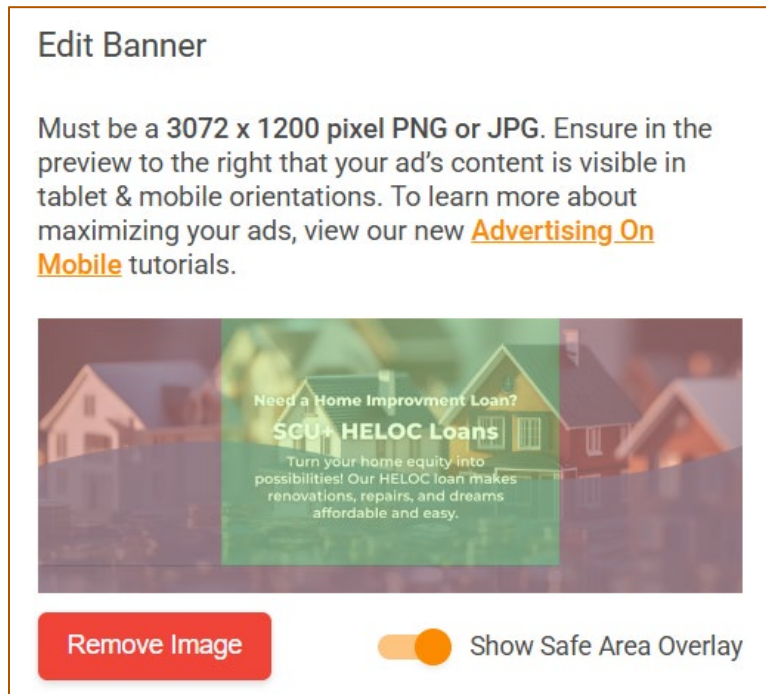
Select **Remove Favicon** to remove the uploaded favicon PNG.

Banners Ads

Select **Banner Ads** to configure the carousel of ads featured on the home page. This screen displays both active and archived banner ads. You can edit existing (or archived) ads by selecting the gear icon. To reactivate an archived banner ad, select the up-arrow icon next to it.

To add a new banner ad, select **Add Banner Ad**. The order of appearance for ads can be rearranged by selecting the hamburger icon and dragging to reorder.

A PNG/JPG image is required for every banner ad. The size must be at least 800px in width but no larger than 3072px by 1200px. Despite the size requirement, the important content of the image should be limited to the “safe area” of the smallest device viewport. The “safe area” is 1410px by 1128px in the top center of the image. Every banner image upload field has the option to toggle on/off the Safe Area Overlay. When on, this overlay highlights the minimum screen size in green. The surrounding area highlighted in red is overflow. Use this overlay to ensure important content will be visible on all devices.



[Learn more about banner ads.](#)

To remove a banner image, select **Remove Image**.

A *Link Type* can be specified for each ad; you may choose none, external link, custom form, or module. For module and custom form link types, select an option from the dropdown.

You're also able to schedule banner ads to appear over a configured period. You may set both a *Start Date* and *End Date*, only the *Start Date*, or neither. Scheduled ads will appear in the banner ad list with a calendar icon. The calendar will be green for active scheduled ads.

The ad will appear on the configured *Start Date* (or immediately if the start date is not configured). The ad will expire following the configured *End Date* and will display greyed-out in the ad list with a grey calendar icon. If no *End Date* is configured, the ad will be displayed indefinitely until manually archived or deleted.

Select **Publish** to save any changes made to the banner ad.

Banner ads can be deleted or archived by selecting the gear icon next to the ad to access the edit screen and then selecting the **Delete This Banner** or **Archive This Banner** button. Deleting banner ads will permanently remove them.

Layout & Menu

The configurable fields for Contextual Menu and Mega Menu in the Layout & Menu section of BL247 Desktop include link buttons or menu items. These menus have the same configuration options (with a few additional options for specific features). All menu items are configured to have a *Label* and *Link Type*.

Link Type options include external links, custom forms, or modules. Most menu items also require a *Button Icon*, which are selected from a list. Some menu item options in the Mega Menu also allow for a configurable subtitle/description paragraph.

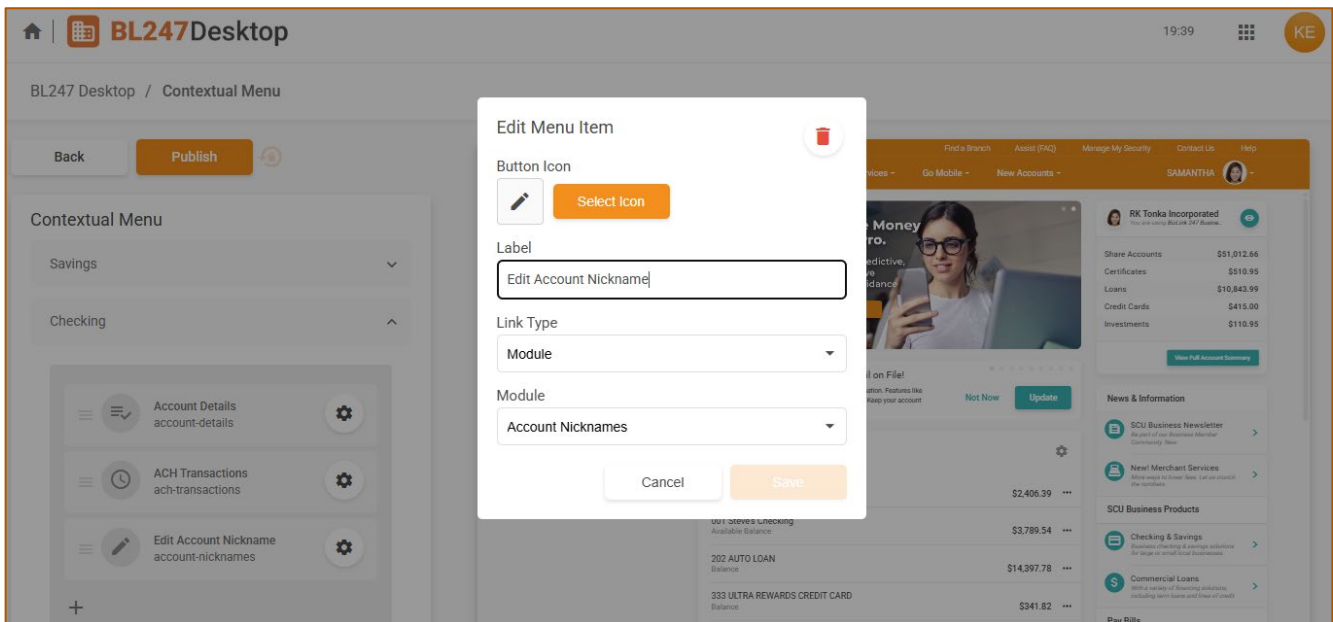
Contextual Menu

The Contextual Menu section allows you to configure the menus that display when an account type is selected. Separate menus may be configured for savings, checking, loan, credit card, certificate, 360 mortgage, escrow, and investment account types. The BL247 Desktop configuration options for each menu are the same.

Select the + icon to add a new menu item button link and select what to link to. Select the gear icon to edit an existing menu item button link.

Choose a button icon using **Select Icon**, add/customize a *Label* for the button, select/change the *Link Type*, and choose the module/form from the dropdown or input the external link URL. Select **Save** to save changes.

To delete a menu item button link, select the gear icon to edit it and then select the trashcan icon (and **Delete** to confirm).



Mega Menu

This section allows you to customize the menus that are displayed to users in the header navigation bar. The four dropdowns that appear on the BL247 Desktop Mega Menu screen are the same dropdown menu options that appear in the navigation bar. Select a dropdown in BL247 Desktop to edit the **BizLink 247** desktop dropdown menu item links.

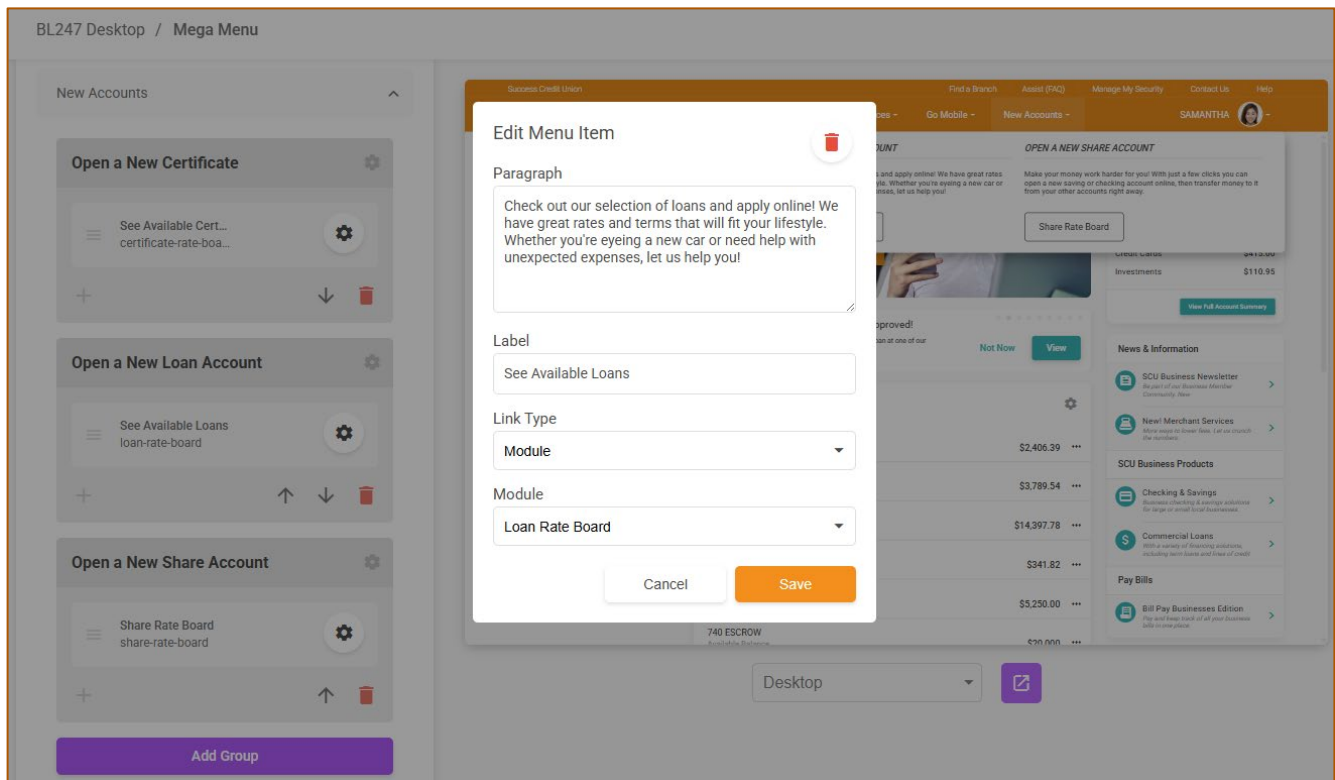
With each of the four menu dropdowns (Pay & Transfer, Business Services, Go Mobile, and New Accounts), you can add groups of links by selecting **Add Group**. To change the group title, select the gear icon next to the title and input new text. To delete a group, select the trashcan icon at the bottom of the group. To rearrange the order of groups in a menu, use the up and down arrow icons.

To edit a link, select the gear icon. To add a link to a group, select the + icon and select to link the item to an external link, custom form, or module. Edit the label, the link type, and the actual link (choose from the dropdown for module or custom form link types or input the URL for external link type).

Multiple links in a group can be rearranged by selecting the hamburger icon next to it and dragging to reorder.

The Go Mobile and New Accounts menu dropdowns allow multiple groups of links; however, only one menu item link may be added to each of these groups. These menu item links also include a *Paragraph* field to configure text that appears under the group title. The *Label* field for these menu items will appear as a clickable button.

To delete a link, select the gear icon to edit it and select the trashcan icon to delete it. Select **Delete** to confirm.



Login Options

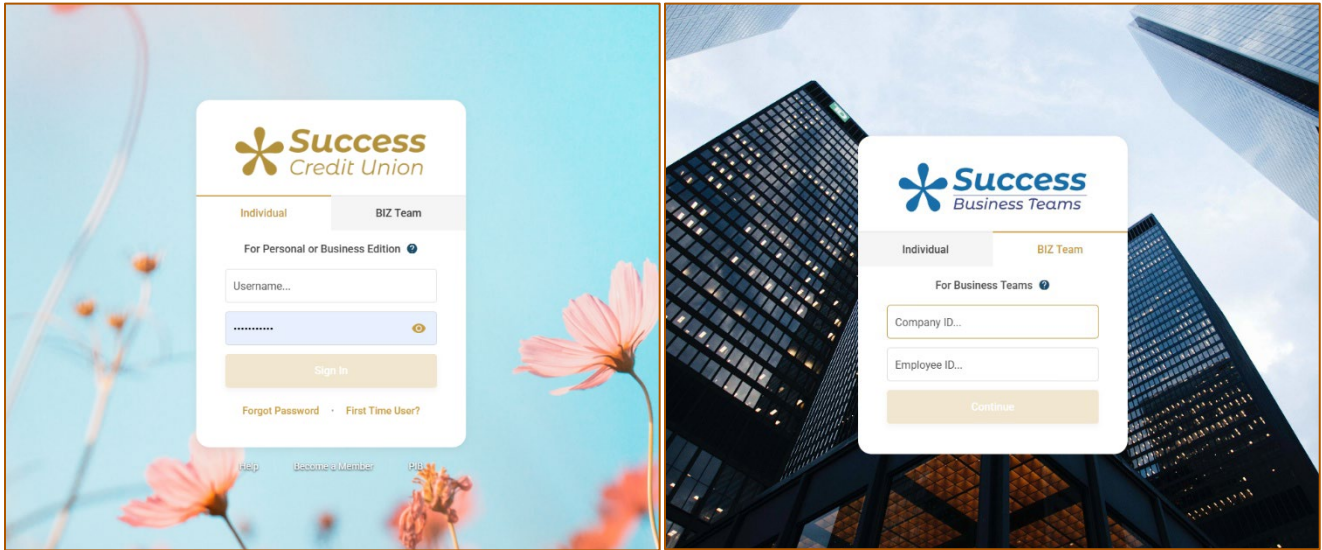
Use this section to customize the online banking login screens for both **It's Me 247** and **BizLink 247**. The changes made to this section in BL247 Desktop will be reflected in IM247 Desktop, and vice versa.

For desktop, personal and business tiers may be able to login using the same screen, switching between tabs for individual or business. The login tab configuration options are the same for both **It's Me 247** and **BizLink 247**.

You're able to configure the *Tab Label* as well as the *Info Modal Label*, which appears below the tab label when selected and has a '?' icon next to it. You can also configure *Info Modal Text*, which appears below the *Info Modal Label* when the '?' icon next to the *Info Modal Label* is selected, and you can configure the *Info Modal URL*, which is the link users are directed to when they select **More Info** from the info modal pop-up.

You can also configure the *Logo Image* that appears at the top of the login widget. The recommended size is a 300px by 100px PNG or JPG. You can also configure a *Background Image* to appear behind the login

widget. The recommended size is a 1920px by 1080px PNG or JPG. For the background image, you can also configure a *Background Overlay Color*. Use the color picker to select a color and transparency level.



Widgets

The social media links widget will always display above the regulatory footer and is configured only in CU Info.

widget options: List, Links, Summary, Card, Loans, and Download Cleared Checks widgets. You can configure which column (left or right) the widget appears in by selecting the appropriate icon. ('|=' is left column. '=|' is right column.)

There may be multiple List and Links widgets configured; however, only one of each of the other widget options may be added. The Loan and Card widgets do not have any configurable options. For the Summary widget, the title is the only configurable option, and this text will appear on the widget below the business name immediately following the “You are using” text.

The List, Links, Summary, and Download Cleared Checks widgets’ titles can be edited by selecting the pencil icon next to the title.

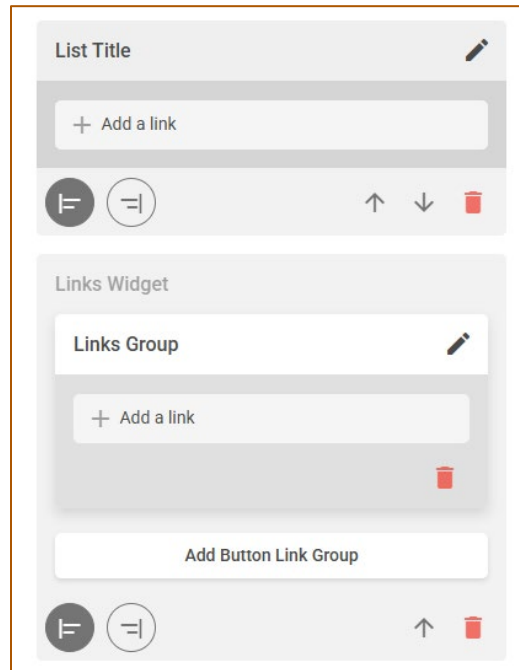
The screenshot displays a business dashboard interface with several widgets. On the left, there is a '621 GOLD CARD' widget showing a current balance of \$456.78 and an available balance of \$567.89, with a 'Next Payment Due' of Sept. 29, 2021. Below it is a '004 BUSINESS LOAN' widget showing a payment due of \$254.00 on 7/13/21 and a loan balance of \$12,001.28. Further down is a 'List Example' widget containing two items: 'SCU Business Newsletter' and 'New! Merchant Services'. At the bottom left is a 'Download Cleared Checks' widget with a dropdown menu set to '620 Biz Rewards', date range from '07/27/2026' to '08/27/2026', and a 'Download' button. On the right, the 'RK Tonka Incorporated' profile is shown with a 'View Full Account Summary' button. Below this is a 'News & Information' section with two items: 'SCU Business Newsletter' and 'New! Merchant Services'. Further down is the 'SCU Business Products' section with two items: 'Checking & Savings' and 'Commercial Loans'. At the bottom right is a 'Pay Bills' section with one item: 'Bill Pay Businesses Edition'. Orange callout boxes with labels are placed over the dashboard: 'Summary' points to the top right area, 'Card' points to the '621 GOLD CARD' widget, 'Loan' points to the '004 BUSINESS LOAN' widget, 'List' points to the 'List Example' widget, 'Links' points to the 'List Example' widget, and 'Download Cleared Checks' points to the 'Download Cleared Checks' widget.

The List and Links widgets include menu item button links. To add a menu item button link, select **Add a Link**. From the link type dropdown, choose either External Link, Custom Form, or a module from the list. (Learn more about configuring custom forms in the [Form Generator guide](#).) The link editor screen will display, unless you select a module while adding a link to a List widget, which will bypass the editor screen, automatically configuring the label and adding the link to the widget.

To edit a widget's link, select the gear icon next to the link to access the edit screen, which allows you to configure the *Label* and related link type fields. You will also need to configure a *Button Icon* and *Subtitle* for Links widgets.

To delete a widget's link, select the gear icon next to it to access the edit screen, then select the trashcan icon. Select **Delete** to confirm.

The Links widget functions as a grouped links widget, allowing you to add multiple link groups with different group titles in one widget. The links in a Links Widget use button icons, which will be filled with the secondary color configured in Colors & Branding. The configured *Subtitle* will appear as a description below the button label.



To delete a widget, select the trashcan icon in the widget in BL247 Desktop and **Delete** to confirm. To change the order of widgets, use the up and down arrow icons in the widget in BL247 Desktop.

When finished making changes to the widgets, select **Publish** to save the changes and publish them to **BizLink 247** online banking.

Product Options

This section of BL247 Desktop allows you to customize more broad product features, including selecting whether to include branch location or assist features.

Branch & Assist

This section allows you to enable the branch information and assist features. Check the box next to the feature(s) you'd like to enable. If *Display Assist* is enabled, select which group of questions to display from the dropdown.

When enabled, both of these options will appear in the navigation menu at the very top of the screen. The branch information module can be accessed by selecting Find a Branch, and the assist module can be accessed by selecting Assist (FAQ).

These features are configured in the CU Publisher product CU Info. [Learn more about CU Info.](#)

Regulatory

This section allows you to publish any changes made to the regulatory information configured in CU Info. Select **Publish** to bring the information up to date. Changes to regulatory statuses can be made only in the CU Publisher product CU Info. [*Learn more about CU Info.*](#)

System Status

This section allows you to deactivate your **BizLink 247** online banking website. Select the online banking status from the dropdown as either Active or Offline. If Offline status is selected, configure the message that will display to members on the login screen. Select **Publish** to push the changes.