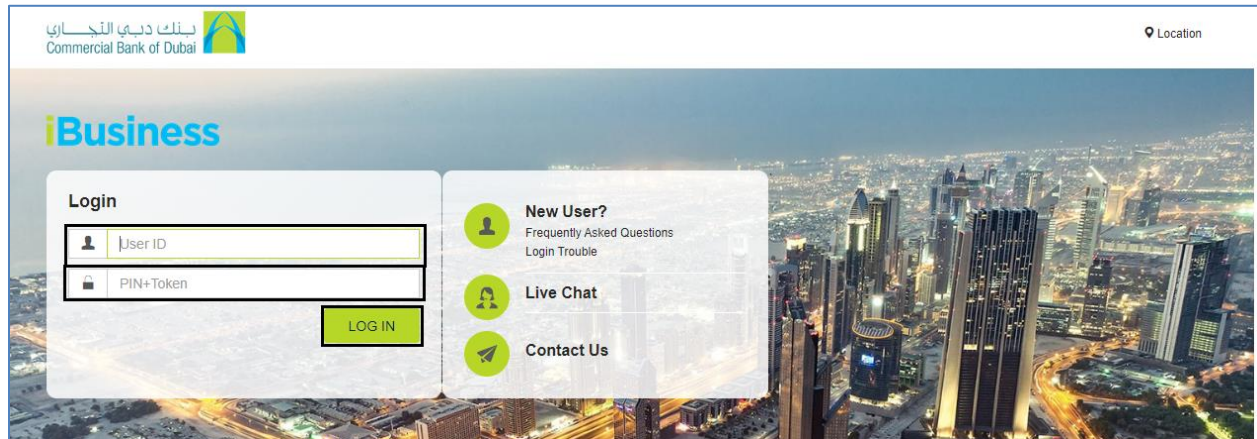


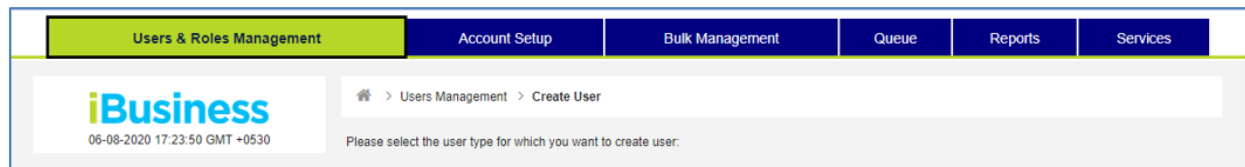


HOW TO CREATE HARD TOKEN USER ID AND HOW TO ACTIVATE IT

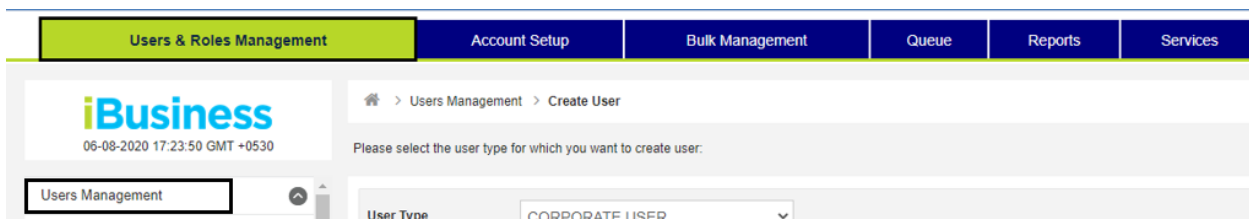
- 1- Open the website: <https://www.cbd.ae/iBusiness>
- 2- Enter Your Admin ID and enter the PIN(4 digits) + Token (6 digits number displayed on the user device)
- 3- Click on Login Button



- 4- Click on **Users & Roles Management** on the top bar



- 5- Click on **User management**



6- Click on Create User tab and then click on Create User button on the right side

The screenshot shows the 'Users & Roles Management' section of the iBusiness system. The 'Create User' tab is selected in the top navigation bar. On the left, a sidebar menu lists various user management actions, with 'Create User' highlighted. The main area displays a form for creating a user, with the 'User Type' dropdown menu set to 'CORPORATE USER'. A 'CREATE USER' button is visible on the right side of the form.

7- Enter the below mandatory details in the User Profile page

- First name:
- Last name:
- Token serial number: Enter 9 digits mentioned on the back of user token on the bar code
- Check the User Bulk Template ID Mapping Required box
- Email:

The screenshot shows the 'User Profile' page in the iBusiness system. The form contains the following fields and values:

- Salutation: Mr
- First Name *: ADRIAN
- Last Name *: HODGES
- Token Serial No *: 123456789
- Address: (empty)
- City: (empty)
- Phone Number: (empty)
- Country: (empty)
- Fax Number: (empty)
- Zip/Postal Code: (empty)
- User Bulk Template ID Mapping Required:
- Email *: andrian@cdb.ae
- Limits Package: CORP
- Access Level *: Maker

At the bottom right, there are 'CANCEL' and 'SUBMIT' buttons. A note at the bottom states: '* indicates mandatory fields', '** Please upload passport second page if applicable.', '** Please note Emirates ID is mandatory for UAE residents.', and 'Note : The user will not be activated if incorrect/invalid documents are uploaded in the system.'

- Select Access Level:
 - View Only (For View Access Only)
 - Maker (Access to make the transactions)
 - Checker & Verifier (Access to approve the transactions)
 - Maker & Checker (For complete access)

- 8- **Note:** For Access Level*: **Checker & Verifier/ Maker & Checker**, Please fill up additional details and Click **SUBMIT**

The screenshot shows the 'Create User' form in the iBusiness system. The 'Access Level' is set to 'Checker/Verifier'. The 'Nationality' is set to '--- Select ---'. The 'Mobile Number' field is empty. The 'EmiratesID' radio button is selected, and the 'Passport' radio button is unselected. The 'Emirates ID' section includes an 'Emirates ID **' field with a calendar icon, an 'Expiry Date *' field with a calendar icon, and 'Front Page **' and 'Back Page **' fields, each with an 'UPLOAD' button.

The screenshot shows the 'Create User' form in the iBusiness system. The 'EmiratesID' radio button is unselected, and the 'Passport' radio button is selected. The 'Passport' section includes a 'Passport Number **' field with a calendar icon, an 'Expiry Date *' field with a calendar icon, and 'Passport - Details Page **' and 'Passport - Second Page **' fields, each with an 'UPLOAD' button. Below the form, there are 'CANCEL' and 'SUBMIT' buttons. A note at the bottom states: 'Note : The user will not be activated if incorrect/invalid documents are uploaded in the system.'

- 9- Select Internet and Mobile Application boxes and Enter the User ID* in **Internet and Mobile Banking** field and click on **SUBMIT**. The User ID* is the user name you are setting up for user token, It will be used to access iBusiness.

Channel Details

<input type="checkbox"/>	Channel Description	User ID
<input type="checkbox"/>	Internet and Mobile Banking	testcheck

Internet
 Mobile Browser
 Mobile Application

10- Review information and click on **SUBMIT**.

Access Level	Maker		
Limits Package	CORP		
Channel Assigned To User			
Channel Group	Internet and Mobile Banking	Subscribed Channel	Internet, Mobile Browser, Mobile Application
User ID	adrn3919		
Mapped Customer			
<input type="checkbox"/>	Mapped Customer	Customer Type	Is Primary
<input type="checkbox"/>	IR0000983203	Third Party Entity-Bank Customer	<input type="radio"/>
			<input type="button" value="BACK"/> <input type="button" value="SUBMIT"/>

11- Select all check boxes available next to predefined rules in order to give complete access(View and Transactions) to user except **BENE RESTRICTIONS** and click **SUBMIT**.

Default Roles	<u>DEFAULT ROLE</u>
Default Roles	
Default Roles	<u>MOBILEAPPLICATION</u>
Pre-defined Roles	<input checked="" type="checkbox"/> ALL <input checked="" type="checkbox"/> ALL <input checked="" type="checkbox"/> CORP <input checked="" type="checkbox"/> DDS <input checked="" type="checkbox"/> CORPORATE ENQUIRY & TRANSACTIONS
<input type="button" value="BACK"/> <input type="button" value="SUBMIT"/>	

12- Click **CONFIRM**.

Role Assigned To The User	
Role	DEFAULT ROLE ALL ALL CORP DDS CORPORATE ENQUIRY & TRANSACTIONS MOBILE MOBROLETEST MOBILEAPPLICATION
<input type="button" value="BACK"/> <input type="button" value="CONFIRM"/>	

- 13- You will be redirected to the RSA token screen where you can enter the token code (PIN + 6 digits number displayed on the device). You will get a confirmation that User ID is created successfully.

Once User is created, please follow the below steps for Account Setup

- 1- Click on Account Setup and on next page without entering any details click the **SEARCH** button.

- 2- User ID will be displayed at the bottom of page. Check the button next to user id and click the **SELECT** button

<input checked="" type="radio"/>	ccsa0148user	Mr Ahmed Mohsen Hassan	ahmed.hassan@cbd.ae	IR0000983203	CBD PCM TEST BUSINESS 2	Customer
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- 3-

- 4- Select all the check boxes (Internet, Browser Based Mobile, Mobile Application, Transactions, Inquiries) and click on **SUBMIT**

- 5- Click on **CONFIRM**, You will get the confirmation that Account Setup is completed successfully.

- 6- Click on **Users & Roles Management**, and select **Authorizations Management**, Click on **Authorization Rules**, Click on **CREATE**

- 7- Select Maker (User who create transactions) from Drop down, Enter **Amount From*** (Minimum Amount Limit), Enter **Amount To*** (Maximum Amount Limit) and Click on **SUMBIT**

Authorization Required Condition

- a. **Authorization Required** box needs to remain unchecked for **Auto Authorized** transactions. (User will initiate the transaction and it will go to bank for further processing without any approval)

The screenshot shows the 'Create Rule Authentication' form. The 'User Type' is 'CORPORATE USER' and the 'Rule ID' is 'generated by the application'. The 'Maker' field is set to 'abd3507 * | abd3507 #'. The 'Customer ID' is 'All', 'Transaction' is 'All', 'Currency' is 'AED(AED)', and 'Account ID' is 'All'. The 'Amount From' is '1' and 'Amount To' is '1000000'. The 'Authorisation Required' checkbox is unchecked. The 'SUBMIT' button is highlighted in green.

- b. Click on **CONFIRM**

The screenshot shows the 'CONFIRM' step of the 'Create Rule Authentication' process. The form displays the details of the rule being created: 'User Type: CORPORATE USER', 'Rule ID: IR0000983203', 'Maker: ami2 * | ami2 #', 'Customer ID: All', 'Transaction: All', 'Currency: AED', 'Account ID: All', 'Amount From: 1.00', and 'Amount To: 99999999999999.00'. The 'Authorisation Required' checkbox is still unchecked. The 'CONFIRM' button is highlighted in green.

- c. You will be redirected to the RSA token screen where you can enter the token code (PIN + 6 digits number displayed on the device). You will get a confirmation that Authorization Rules has been successfully created.

The screenshot shows the 'RSA Token Authentication' step. The form prompts the user to enter their security PIN and the code displayed on their RSA token. The 'RSA Token *' field is empty. The 'SUBMIT' button is highlighted in green.

1. Select **Authorization Required** box and choose Approval ID in List ID (User will initiate the transaction, List ID user will approve it and it will go to bank for further processing. Multiple list ID may be populated depending on the approval matrix) and click on **SUBMIT**

The screenshot shows the 'Authorisation Rules' configuration page in the iBusiness system. The 'Authorisation Required' checkbox is checked. The 'List ID' dropdown is set to 'amir2 * | amir2 #'. Other fields include Maker (abd3507 * | abd3507 #), Customer ID (All), Transaction (All), Currency (AED(AED)), Account ID (All), Amount From (1), and Amount To (1000000). The 'List ID' dropdown is set to 'amir2 * | amir2 #'. There are 'CANCEL' and 'SUBMIT' buttons at the bottom right.

2. Click on **CONFIRM**

The screenshot shows the 'Authorisation Rules' confirmation page in the iBusiness system. It displays the rule details: User Type (CORPORATE USER), Rule ID (IR0000983203), and Authoriser (amir2 * | amir2 #). The 'Authorisation Required' checkbox is checked. There are 'BACK' and 'CONFIRM' buttons at the bottom right.

3. You will be redirected to the RSA token screen where you can enter the token code (PIN + 6 digits number displayed on the device). You will get a confirmation once the Authorization Rules are successfully created.

The screenshot shows the 'Create Rule Authentication' page in the iBusiness system. It prompts the user to enter the security PIN along with the code displayed on their RSA token. There is an input field for the 'RSA Token *' and a 'SUBMIT' button.