

GUIDE FOR REGISTERING A TOKEN IN INTERNET BANKING

In the new internet banking (IB), in addition to SMS authorisation codes, you can also use a token for login authentication and payment order authorisation. If you choose to use the token, you have two options:

- a) you can install the **PPF banka e-Token app** in your smart phone from the App Store or Google Play, or from a QR code:



- b) you can use a **hardware device** allowing you to read Cronto codes.



On the following pages we will show you how to register your token: the process is the same for a soft token (the app) and a hard token (the device) (both referred to as a Token).

CONTENTS:

1. Registering a Token for new users – first login.....	2
2. Logging into IB with a registered Token.....	9

1. REGISTERING A TOKEN FOR NEW USERS – FIRST LOGIN

- 1.1 On the <http://www.ppfbanka.cz/en> website, sign into the IB **using your existing login information** (IB Username and Password):

Login into internet banking

Username
.....

Password
..... 

Sign in

- 1.2 Next, enter the **authorisation code** that you have received either in an SMS message or an email and click **Authorize**.

SMS:

SMS TOKEN

Enter authorisation code

We sent you the code in an SMS message.
[Resend \(52\)](#)



Enter authorisation code


Authorize

[Back](#)

Email

Enter authorisation code

We sent you the code in an email.
[Resend \(71\)](#)




Enter authorisation code


Authorize

[Back](#)

- 1.3 When signing in for the first time you will be asked to **change your Password** to sign into the IB. Enter the new Password twice and click **“Continue”**.

Set up new password

New password 

Repeat password 

The password must contain:

- ✗ At least 8 characters
- ✗ A maximum of 30 characters
- ✗ Only uppercase and lowercase letters and numbers
- ✗ The repeated password is a match

[Continue](#)

[Logout](#)

- 1.4 Once you have signed in successfully, there are two possible views:

- 1.4.1 If you have access to the accounts of more than one Client, you will first see an overview of all Clients. Choose for which Client you are registering a Token. Then, an overview of the accounts of the Client you selected will be displayed.


Select account holder

Personal accounts

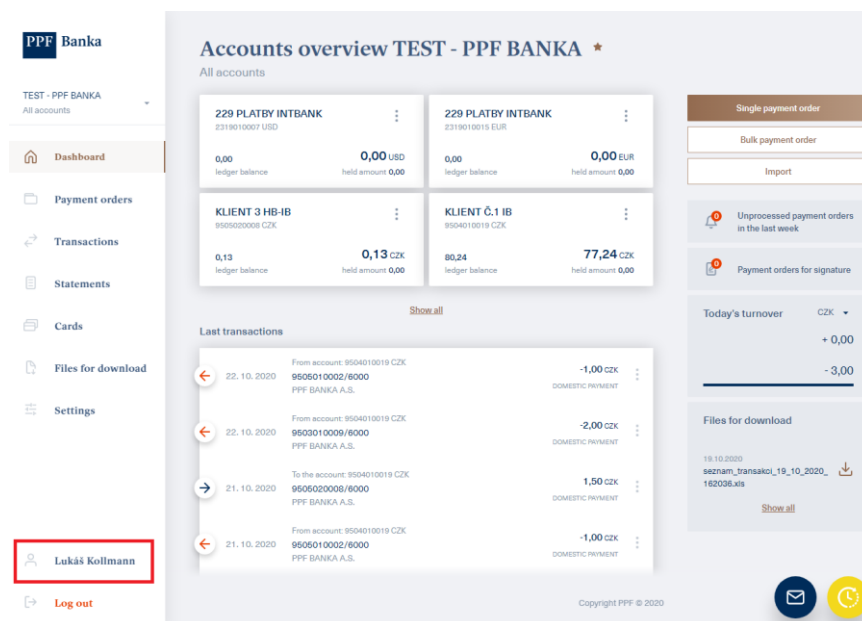
- Kollmann Lukáš

Corporate accounts

- TEST - PPF BANKA

 Lukáš Kollmann [Log out](#)

- 1.4.2 If you only have access to the accounts of one client, a detailed overview of all the accounts will appear automatically. Click on your name in the lower left-hand corner of the screen:



PPF Banka

TEST - PPF BANKA
All accounts

Dashboard
Payment orders
Transactions
Statements
Cards
Files for download
Settings

Accounts overview TEST - PPF BANKA

All accounts

Account Name	Balance	Hold Amount
229 PLATBY INTBANK (USD)	0,00 USD	0,00
229 PLATBY INTBANK (EUR)	0,00 EUR	0,00
KLIENT 3 HB-IB (CZK)	0,13 CZK	0,13
KLIENT Č.1 IB (CZK)	80,24 CZK	77,24

Last transactions

Date	Description	Amount
22.10.2020	From account: 9504010019 CZK 9505010002/6000 PPF BANKA A.S.	-1,00 CZK
22.10.2020	From account: 9504010019 CZK 9503010009/6000 PPF BANKA A.S.	-2,00 CZK
21.10.2020	To the account: 9504010019 CZK 9505020008/6000 PPF BANKA A.S.	1,50 CZK
21.10.2020	From account: 9504010019 CZK 9505010002/6000 PPF BANKA A.S.	-1,00 CZK

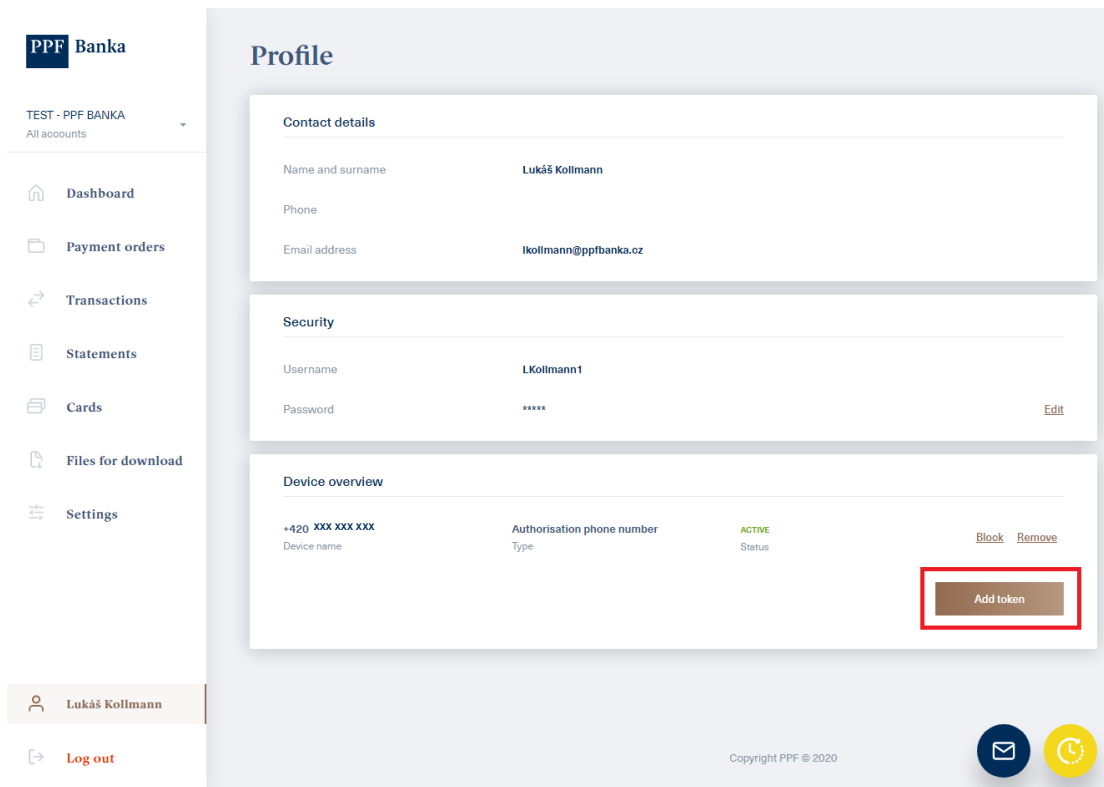
Today's turnover CZK: +0,00 / -3,00

Files for download: seznam_transakci_19_10_2020_162036.xls

Lukáš Kollmann [Log out](#)

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1.5 Click “Add token” in the lower right-hand corner of the screen:



1.6 Now switch on your Token.

The **hard token** will first ask you to select a language.

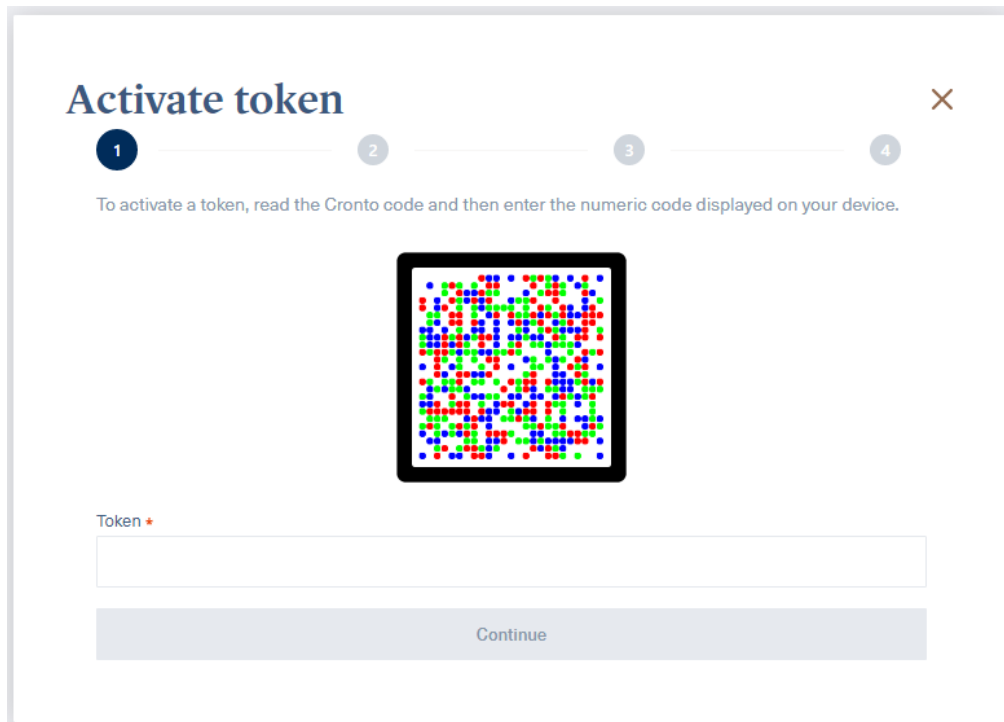
If you are using the **e-Token app** on your smart phone, you can change the language settings in the settings of the app.

Please note:

If you are using a hard token, which is displaying a low battery level, charge it using a micro USB charger.

The token will switch off automatically after 45 seconds of inactivity. If this happens at any point during the activation you will have to repeat the entire activation from the start. In order to avoid this, you can touch the screen of the token at intervals of less than 45 seconds. The 45 second automatic switch off time-lapse will start again.

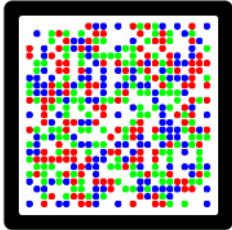
Next, point the Token towards the multi-coloured square containing the Cronto code on your screen.



Activate token ✕

1 2 3 4

To activate a token, read the Cronto code and then enter the numeric code displayed on your device.



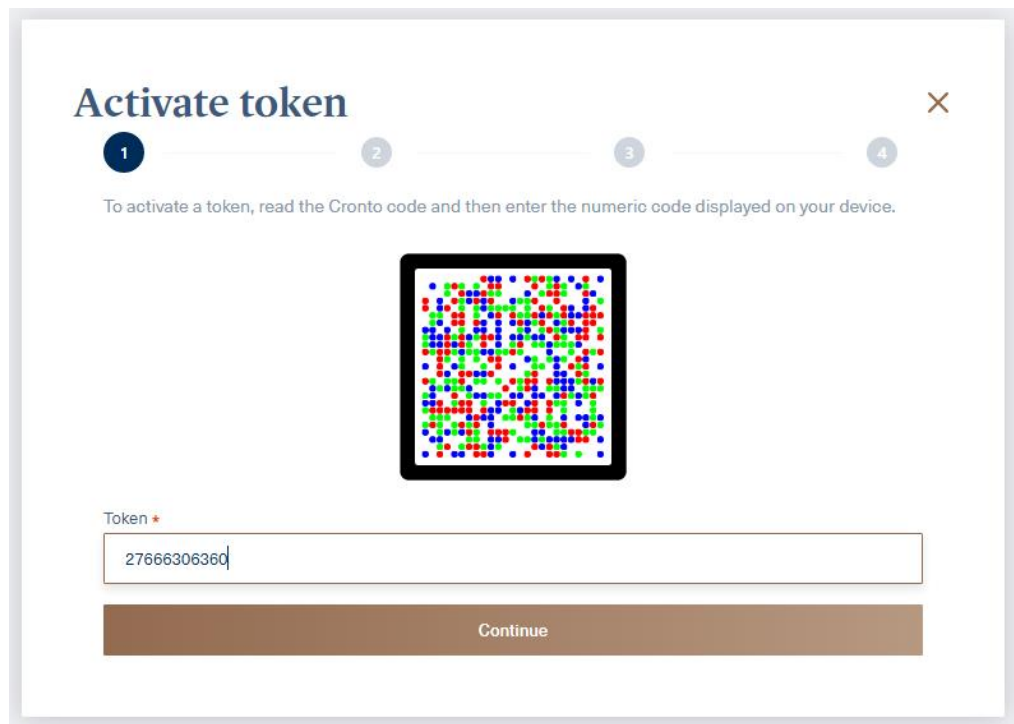
Token *

Continue

- 1.7 After having read the Cronto code, the Token will ask you to **set up a PIN**. Enter the PIN of your choice twice. If you are using the e-Token app you can set up fingerprint authentication instead of a PIN.

The Token then displays an **11-digit code** for you to copy to the “Token” field below the Cronto multi-coloured code square.

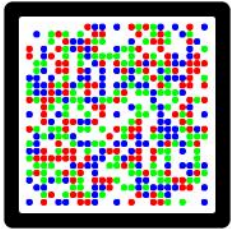
Next, click “**Continue**”.



Activate token ✕

1 2 3 4

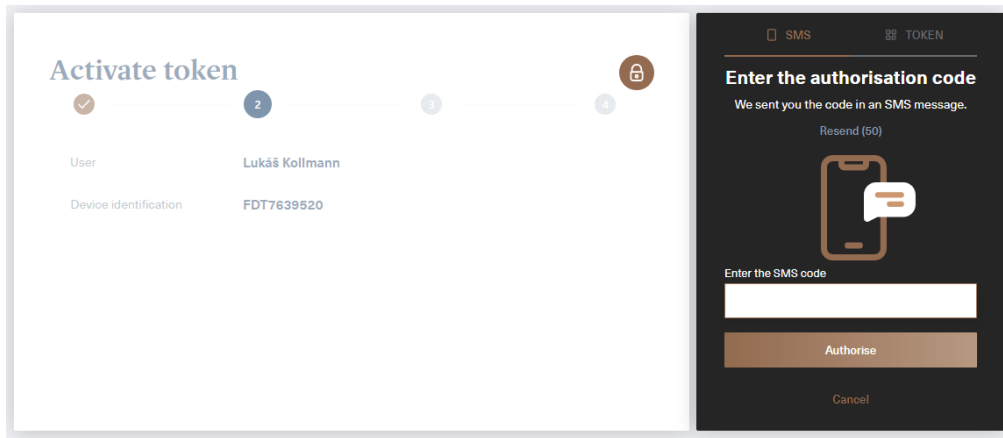
To activate a token, read the Cronto code and then enter the numeric code displayed on your device.



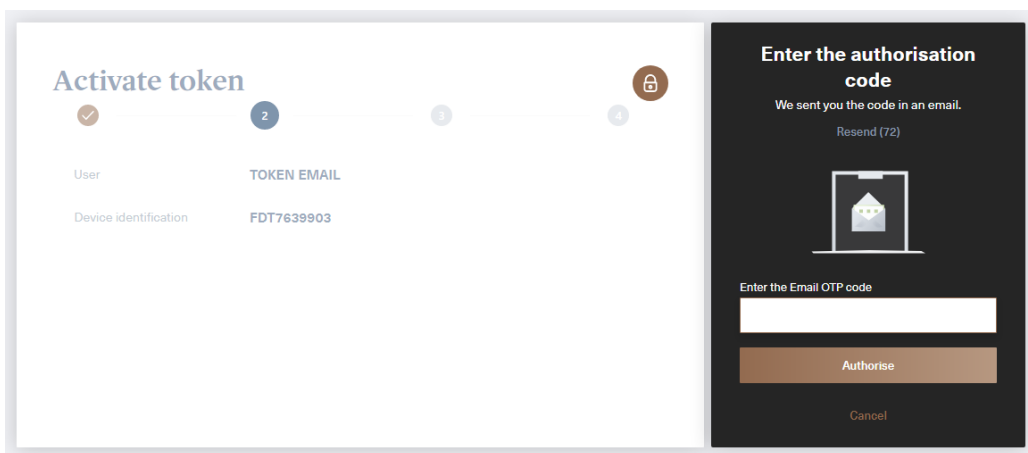
Token *

Continue

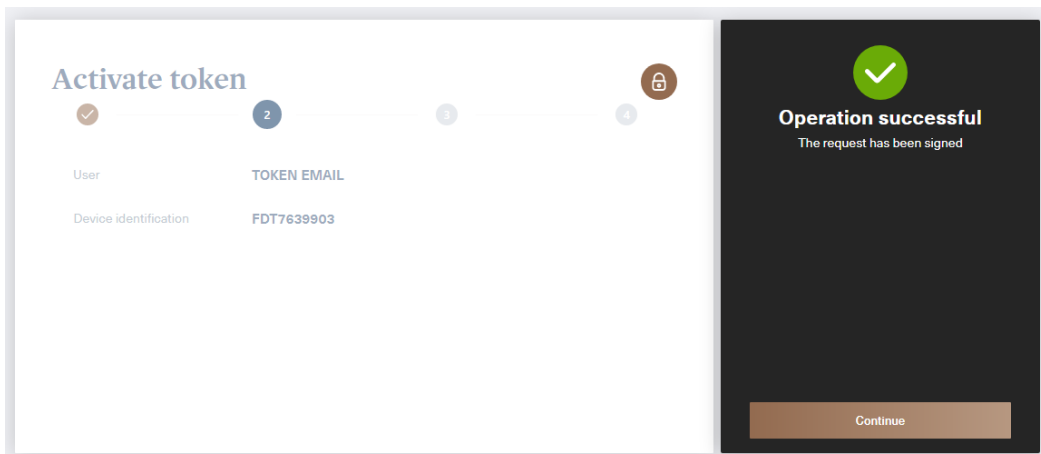
1.8 In the next step, **enter the code that you have received in an SMS**, and click **“Authorise”**.



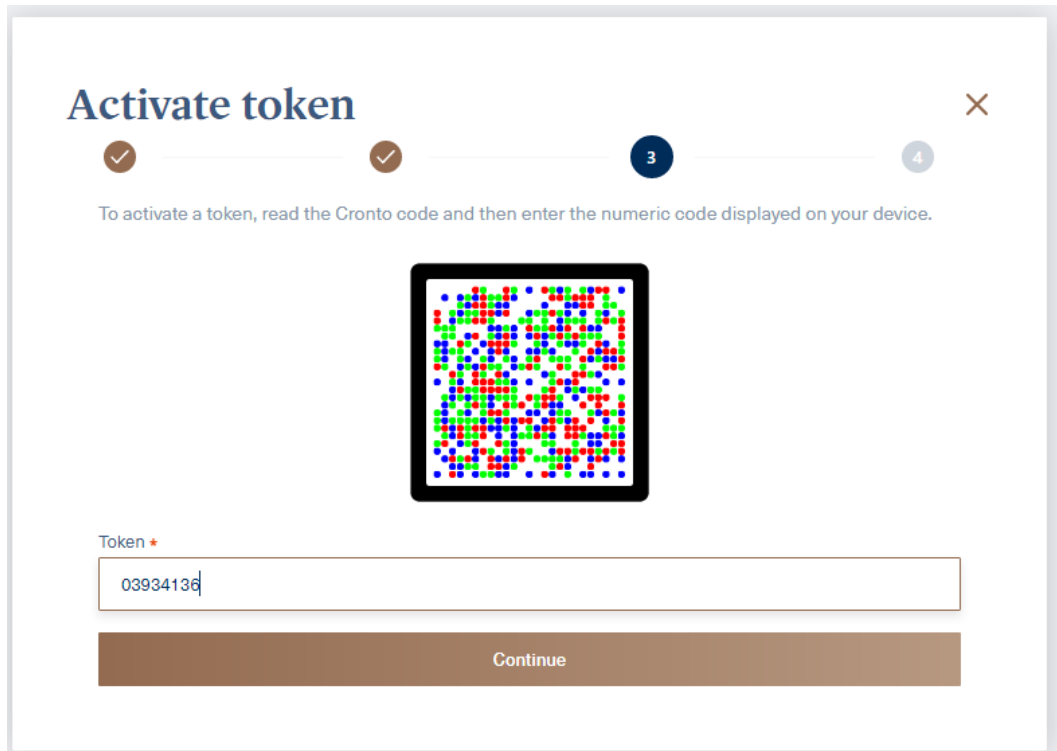
Or, **enter the code that you have received in an email**, and click **“Authorise”**.



1.9 Next, click **“Continue”**.



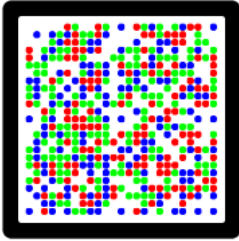
- 1.10 Point your Token towards the multi-coloured Cronto code square, type the code displayed on the Token into the respective field on the screen and click “**Continue**”.



Activate token ✕

✓ — ✓ — **3** — 4

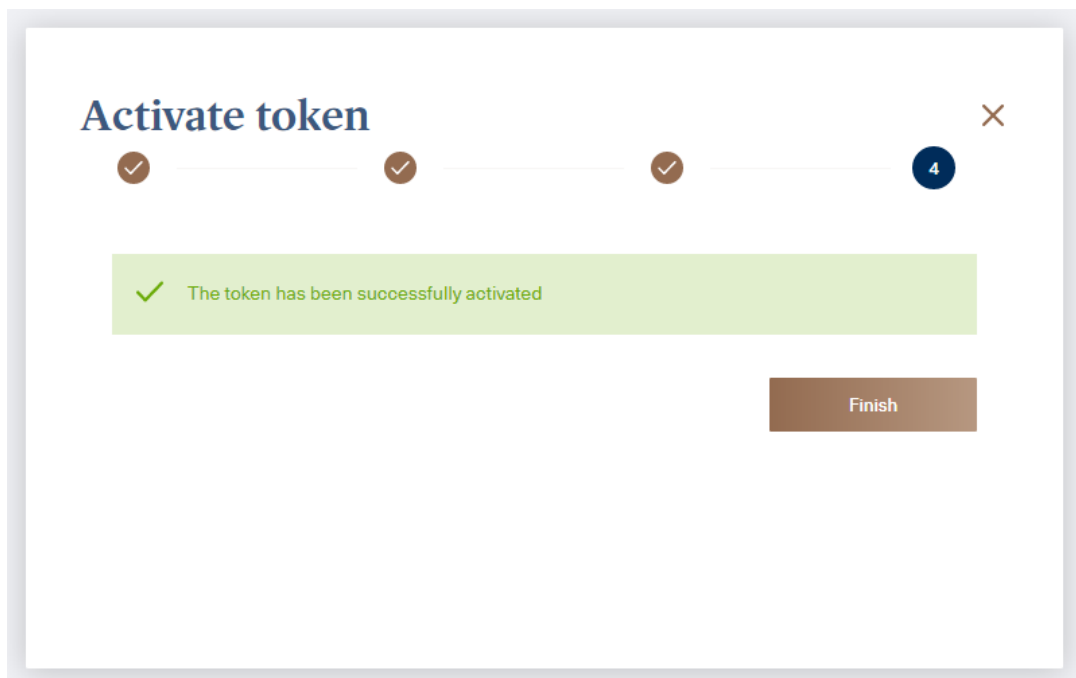
To activate a token, read the Cronto code and then enter the numeric code displayed on your device.



Token *

Continue

- 1.11 If the activation was successful, the screen shown below will be displayed and you can use the Token the next time you sign in. If the activation failed, the entire activation process must be repeated.



Activate token ✕

✓ — ✓ — ✓ — **4**

✓ The token has been successfully activated

Finish

- 1.12 A registered Token appears in the overview of the devices used by the user. If the activation failed, you can remove the token from this list and repeat the activation again from point 1.4.

The screenshot shows the 'Profile' page of the PPF Banka internet banking interface. On the left is a navigation menu with options: Dashboard, Payment orders, Transactions, Statements, Cards, Files for download, and Settings. Below the menu, the user's name 'Lukáš Kollmann' and a 'Log out' button are visible. The main content area is titled 'Profile' and contains three sections: 'Contact details', 'Security', and 'Device overview'. The 'Contact details' section shows the user's name and surname as 'Lukáš Kollmann' and their email address as 'lkollmann@ppfbanka.cz'. The 'Security' section shows the username as 'LKollmann1' and the password as masked with asterisks, with an 'Edit' link. The 'Device overview' section contains a table with two rows of device information. The second row, representing a token, has its 'Remove' button highlighted with a red box.


Device overview			
+420 xxx xxx xxx Device name	Authorisation phone number Type	ACTIVE Status	Block Remove
FDT7639520 Device name	Token Type	ACTIVE Status	Block Remove

2. LOGGING INTO THE IB WITH A REGISTERED TOKEN

2.1 On the login screen, enter your Username and Password and click “Sign in”.

Login into internet banking

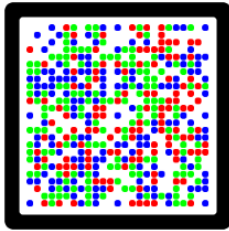
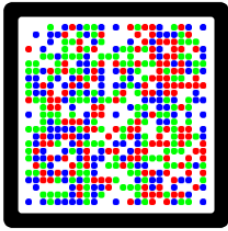
Username
User

Password
.....| 

Sign in

2.2 On the next screen, click the “**TOKEN**” tab and point the Token towards the multi-coloured Cronto code square. If you have not activated SMS authorisation, the “**TOKEN**” tab will be selected automatically.

Enter the PIN you have set up upon activation into the Token. The Token will generate an authorisation code that you will type into the respective field and click “**Authorise**”.

<p><input type="radio"/> SMS <input checked="" type="radio"/> TOKEN</p> <h3>Enter authorisation code</h3> <p>Use your token to continue.</p>  <p>Enter authorisation code</p> <p>Authorize</p> <p>Back</p>	<p><input type="radio"/> SMS <input checked="" type="radio"/> TOKEN</p> <h3>Enter authorisation code</h3> <p>Use your token to continue.</p>  <p>Enter authorisation code 1234 5678 </p> <p>Authorize</p> <p>Back</p>
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2.3 If the login is successful, the screen with the overview of clients or, if you only have access to the accounts of one client, the overview of accounts, will be displayed.