

Activating a Soft Token-First Time Token Users

If you are not currently a token user and would like to enroll in soft token, you must contact your business banker so they may enable your access. You may always call the bank directly at (815) 338-2300.

Once enabled, using your computer, log in to **Business Online Banking** via a computer with your current Username and Password. After logging in, you will be prompted to activate your soft token.



Username hide
Password
 Remember my username

Using your mobile device enter "**DIGIPASS for Business Banking**" in the search field of your smartphone's **app store**. Download and open the app. Go back to your computer and click **Begin activation**.



On your phone, tap **Begin Activation** in the app.

The app uses your smartphones camera to scan the secure, multi-colored **CRONTO** image displayed on your computers **Activate Token** screen. The app will decode the image and display your device code. Enter the **Device Code** as displayed in the app.

Important—make sure device does not go on “sleep mode” while completing steps below. If it does, Activation will have to be reinitiated and client may need to contact Treasury Management department.

- Add a **nickname** for your device.
- Enter your **4-digit PIN** you will remember (This PIN will be used each time you log in)
- Create a security question and answer.
- Click **CONTINUE**



Activation
Begin activation
[CRONTO Image]
Device code * hide
Device nickname *
Create a PIN * hide
Security question *
Security answer * hide
* Indicates required field
Continue

Another **CRONTO** image will appear on the computer screen. Using your phone and the soft token app simultaneously, tap the **Scan Image** button to decode the **CRONTO** image.

Enter the one-time password as displayed on the app.

Click **COMPLETE ACTIVATION**.



Done Complete activation
Your first One-Time Password is:
56039134
Your serial number:
FDQ8968474
One-time password * hide
* Indicates required field
Complete activation

Using a Soft Token Logging in to Business Mobile Banking App

Once your soft token has been activated through Business Online Banking via a computer, it can be used to generate a one-time password when logging in to the Business Mobile Banking app.

Open the Business Mobile Banking app and enter your user ID.



Open the DIGIPASS for Business Banking app and tap the One-Time password.



Copy the **One-Time password** displayed in the Digipass app. Hold down on **the password** characters so that your phone will allow you to select “copy”.

The **site verification code** should match what is presented once you successfully enter the **one-time password**.
Note: This screen does have a time limit shown on the bottom of the screen.

Navigate back to the **Business Mobile Banking app** and past the **one-time password followed by your 4-digit PIN**. Hold down the password section and your phone will allow you to paste.

Step 1



Step 2



Adding Additional Device to Soft Token

Additional devices can be used when logging in to Business Mobile Banking. Follow the steps below to add an additional device.

Once token has been added to one device and user is logged in to Business Online Banking via a computer, select **Profile**.



Welcome ERYN MUNOZ
Last log in: Jun 29, 2023 03:53 PM CDT

[CONTACT US](#) [LOCATIONS](#) [ALERTS](#) [MAIL](#) [CHAT](#) [PROFILE](#) [LOG OUT](#)

Select token dropdown, **Add Device**. It will prompt the user to verify their identity by entering their PIN and select Begin Activation.

Answer **Security Question** and select **Complete Verification**.

Step 1

Verify Your Identity

To add a soft token device, complete the following.

Password or PIN *

* Indicates required field

[Begin verification](#)

Step 2

To add a soft token device, complete the following.

Security Question

what is my pets name

 [SHOW](#)

[Complete verification](#)

The user will “Begin Activation” process (Same steps for original token activation – Page 1)

Once activation of second device complete, the device will be added. The user can update device nicknames from here as well.

Token

✔ Your token was successfully activated. [×](#)

Device nickname	Type	Activated	Last used	
ipad mo	iOS	Jun 01, 2023	Jun 01, 2023	Edit Delete
phone mo	iOS	Jun 01, 2023	Jun 01, 2023	Edit Delete

[Add device](#) [Close](#)