



**BERENBERG**

PARTNERSHIP SINCE 1590



# User manual: Portal Token

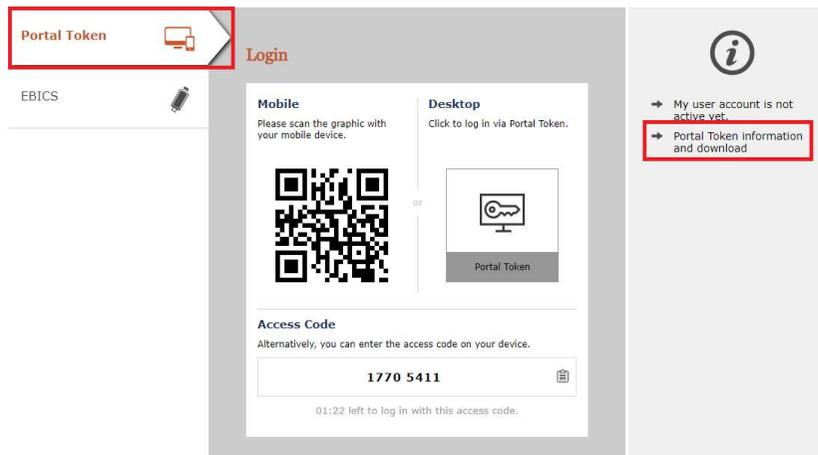
Version 1.0.0



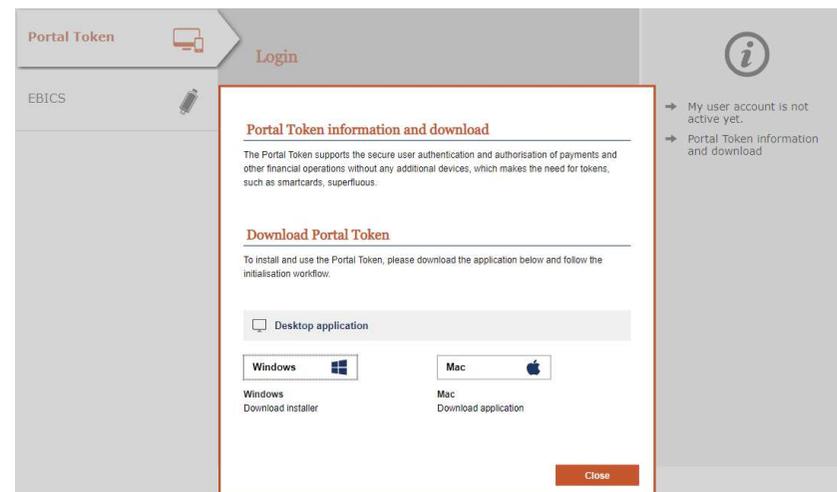
# Berenberg Corporate Portal

## Portal Token V 1.0.0

- Call up the website [https://portal.berenberg.de] and click on: 'Portal Token information and download'



- To install and use of the Portal Token, please download the application and follow the installation assistant

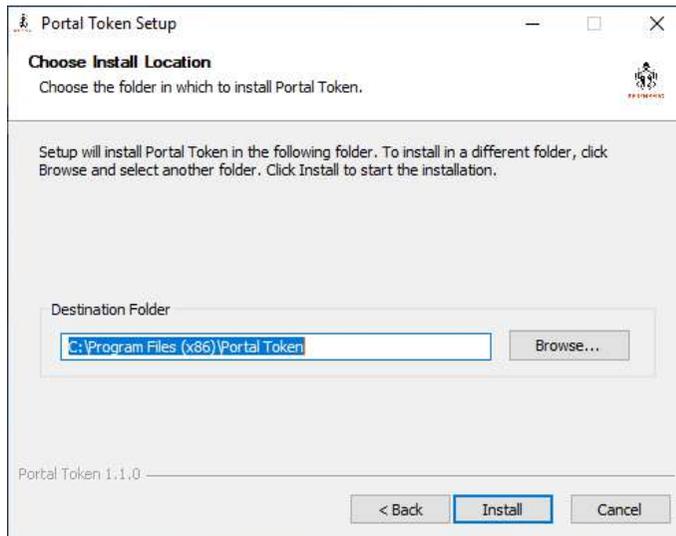


# Berenberg Corporate Portal

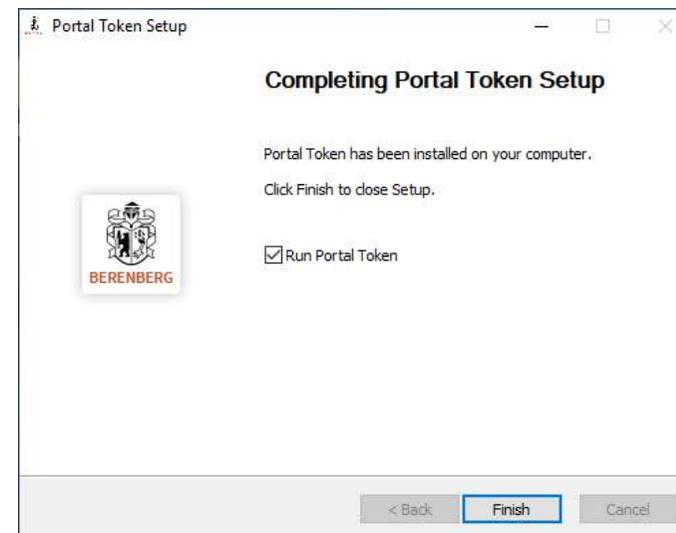
## Portal Token V 1.0.0

- Please run the Portal\_Token\_Setup.exe file and install the application

Portal\_Token\_Setu....exe ^



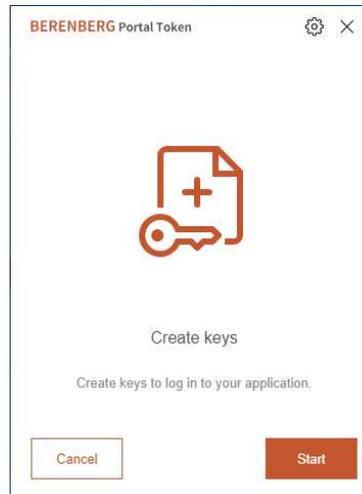
- Click 'Finish' to complete the installation



# Berenberg Corporate Portal

## Portal Token V 1.0.0

Create Portal Token key and follow the steps according to the registration assistant



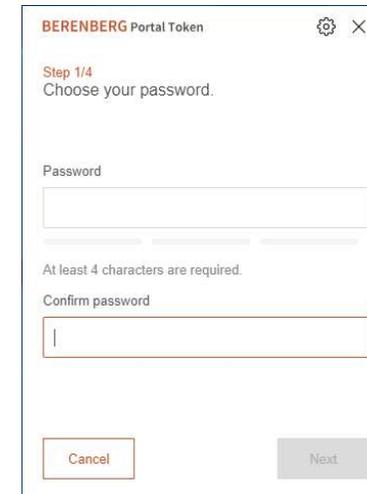
BERENBERG Portal Token



Create keys

Create keys to log in to your application.

Cancel Start



BERENBERG Portal Token

Step 1/4  
Choose your password.

Password

At least 4 characters are required.

Confirm password

Cancel Next



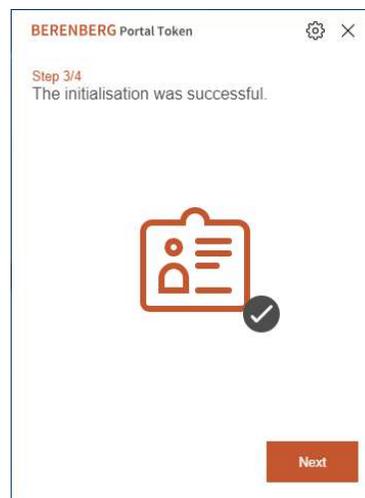
BERENBERG Portal Token

Step 2/4  
Please enter Customer ID and User ID.

Customer ID

User ID

Cancel Next

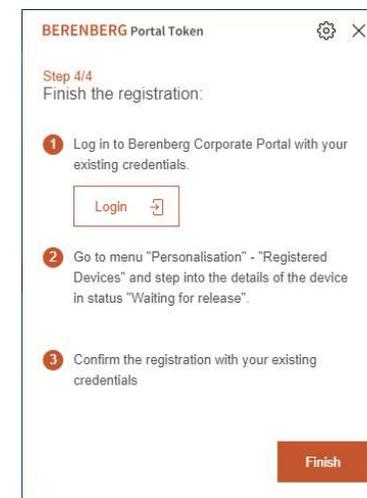


BERENBERG Portal Token

Step 3/4  
The initialisation was successful.



Next



BERENBERG Portal Token

Step 4/4  
Finish the registration:

- 1 Log in to Berenberg Corporate Portal with your existing credentials.
- 2 Go to menu "Personalisation" - "Registered Devices" and step into the details of the device in status "Waiting for release".
- 3 Confirm the registration with your existing credentials

Finish

**Personalisation** **Information**

> **Configure Personal Settings**

- General Settings
- Preferred Currencies
- Preferred Countries
- Assistants

> **Configure Credentials**

- Change Key
- INI Letters
- Change Password
- Mobile Apps Key Export
- Lock Key

> **Configure Devices**

- Registered Devices**
- Last Login Overview

> **Configure Alerting**

- Alert Setup
- Alert Channel Setup

> **Configure Personal Conversions**

- Conversions

- Please call up the website [<https://portal.berenberg.de>] and login via your existing EBICS key
- Please go to menu ‚Personalisation‘ – ‚Registered Devices‘

- Please click on the Device name (please **DO NOT** click ‚Activate device‘ )

Cash Management Payments Orders **Personalisation** Information

Personalisation > Registered Devices

**Configure Devices**

Registered Devices Last Login Overview

Registered devices 1 Entry

View: All devices View management: [Icons]

Device name	App name	Device	Key status	Key submitted at
DESKTOP-51B0EHA	Portal Token	Windows	Waiting for release	08/19/2019 13:34:29

Select: All | Page | None

Activate device

# Berenberg Corporate Portal

## Portal Token V 1.0.0

Registered Device Details: DESKTOP-51B0EHA

Device Name	DESKTOP-51B0EHA
Device	Windows
App name	Portal Token
Key status	Waiting for release
Registration code	7A C6 54 E2 E3 68 34 17
Key version	A006
Key submitted at	08/19/2019 13:34:29
Password*	*****

\* Mandatory fields

Navigate within the list of registered devices: [Navigation icons]

[Confirm registration](#) [Delete registration](#) [Close](#)

- In order to complete the registration of the Portal Token please insert your EBICS password and click ‚Confirm registration‘

- Your Portal Token will be released. Please bear in mind that your existing EBICS credentials will be locked and will become obsolete after release of the Portal Token. You will only be able to login and authorise with your Portal Token.

Registered Device Details: DESKTOP-51B0EHA

Device Name	DESKTOP-51B0EHA
Device	Windows
App name	Portal Token
Key status	Waiting for release
Registration code	7A C6 54 E2 E3 68 34 17
Key version	A006
Key submitted at	08/19/2019 13:34:29
Password*	

\* Mandatory fields

Navigate within the list of registered devices: [Navigation icons]

**Warning**

Your Portal Token will be released.  
Your existing credentials will be locked. You will only be able to log in and authorise with your Portal Token.  
Are you sure you want to continue?

[Yes](#) [No](#)

[Delete registration](#) [Close](#)

# Berenberg Corporate Portal

## Portal Token V 1.0.0

Registered Device Details: DESKTOP-51B0EHA

Device Name	DESKTOP-51B0EHA
Device	Windows
App name	Portal Token
Key status	Waiting for release
Registration code	7A C6 54 E2 E3 68 34 17
Key version	A006
Key submitted at	08/19/2019 13:34:29
Password*	<input type="password"/>

**Warning**

Your Portal Token will be released.

Your existing credentials will be locked. You will only be able to log in and authorise with your Portal Token.

Are you sure you want to continue?

Yes No

Navigate within the list of registered devices:

Delete registration Close

- After release of your Portal Token you automatically will be logged out
- Please click ,Login again'

**BERENBERG**  
PRIVATBANKIERS SEIT 1590

**Logout**

You have successfully logged out.

[> Login again](#)

- Choose ,Portal Token' and enter your Portal Token password

Portal Token

EBICS

**Login**

**Mobile**  
Please scan the graphic with your mobile device.



or

**Desktop**  
Click to log in via Portal Token.



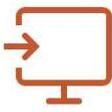
Access Code  
Alternatively, you can enter the access code on your device.

**0450 6621**

01:53 left to log in with this access code.

My user account is not active yet.  
Portal Token information and download

BERENBERG Portal Token



Login

Password [Forgot password?](#)

.....

Login

# Berenberg Corporate Portal

## At your service – Electronic Banking

---



**Luis Bueno**

Senior Consultant E-Banking

Phone + 49 40 350 60-789

E-mail [luis.bueno@berenberg.de](mailto:luis.bueno@berenberg.de)



**Thomas Hottendorf**

Senior Consultant E-Banking

Phone + 49 40 350 60-789

E-mail [thomas.hottendorf@berenberg.de](mailto:thomas.hottendorf@berenberg.de)



**Stefan Tchay**

Senior Consultant E-Banking

Phone + 49 40 350 60-789

E-mail [stefan.tchay@berenberg.de](mailto:stefan.tchay@berenberg.de)



**BERENBERG**

PARTNERSHIP SINCE 1590

BERENBERG

Joh. Berenberg, Gossler & Co. KG

Neuer Jungfernstieg 20

20354 Hamburg

Germany

Internet: [www.berenberg.com](http://www.berenberg.com)

