![Norvik Banka logo]

DigiPass 550 User's Guide

The DigiPass can be turned on by pressing the red button. If you press the red button once again the DigiPass will be turned off. The device is going to shut down automatically if inactive for about 30-40 seconds.

The access to all the DigiPass functions is gained after You input Your five digit PIN code. The initial PIN code is issued to You by the Bank at the moment You acquire Your DigiPass and must be changed by You personally.

If Your DigiPass has come to the wrong hands, it will be blocked after three wrong PIN input attempts. DigiPass has four special buttons (I, S, T, C), and a twelve symbol LCD display. The button "I" is used to get an identification number. The button "S" is used in the process of signing a document. The button "T" is used to get a test number. The button "C" is used to erase the last symbol in line.

INIT PIN input and user PIN change (initialization)

The DigiPass can be used to sign documents only after the INIT PIN is changed to the user-defined PIN. Before You start the procedure, please think of Your PIN (five digits).

To change INIT PIN You have to do the following:

№	Action	Display	Comments
1	Press the red button	NORVIK	Short message.
		INIT PIN?	The device informs You that the initial PIN (INIT PIN) has not been changed. No one has ever worked with this device before you.
2	Input Your INIT PIN	XXXXX	-
3	Press button "="	NEW PIN?	The device prompts You for PIN, which is going to available only to You.
4	Input Your PIN	XXXXX	-
5	Press button "="	REPEAT PIN?	The device prompts You to repeat the input.
		WEAK PIN, followed by NEW PIN	The message WEAK PIN appears, when Your PIN has poor protection and in that case You will be offered to input a NEW PIN (p.4).
6	Repeat the input of Your PIN	XXXXX	-
7	Press button "="	PIN CHANGED, followed by PRESS I S T?	The DigiPass initial PIN change was successful.

ATTENTION!!! Do not turn off the device during the procedure. This will cause the DigiPass to block!!!

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Test Key

To get a Test Key You have to do the following:

№	Action	Display	Comments
1	Press the red button	PRESS I S T?	The DigiPass device offers a choice of functions: I-identification, S-signature, T-testing
2	Press button "T"	SHOW SERIAL?	When going for a Test Key, ignore this message. (the device offers You to learn it's serial number. You can learn it by pressing the "=" button)
3	Press button "T"	DP500 TEST?	The device is ready for testing.
4	Press button "="	SN: XXXXXXXX	The DigiPass serial number will appear (8 digits).
5	Press button "="	DP500 XXXXXX	The Test Key will appear (6 digits).
			When working in the e-NORVIK system the Test Key must be entered in the appropriate form and click the Test button.

To get the identification number You have to do the following:

№	Action	Display	Comments
1	Press the red button	PRESS I S T?	The DigiPass device offers a choice of functions: I-identification, S-signature, T-testing
2	Press button "I"	IDENTIFICATION	The message about starting of identification procedure
3	Press button "="	ENTER PIN	The device prompts You for PIN
4	Input Your PIN	XXXXX	-
5	Press button "="	COMPUTING, followed by ID=XXXXXX	If You input the wrong PIN, the device will warn You about it by displaying the message WRONG PIN X, where X – is quantity of mistakes made by You, while attempting to input PIN. After there attempts to input the wrong PIN, the device becomes blocked. Please try to remember the correct PIN. After You input a correct PIN, the quantity of wrong PIN attempts will nullify.
			When working in the e-NORVIK system, the identification number must be entered in the appropriate form on the screen of Your PC.
4	Press button "="	HOST=XXXX	When working in the e-NORVIK system, the return code must match the one on the screen of Your PC.

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Modification of Your PIN

Before You start the procedure, please think of Your new PIN (five digits).

To change PIN you have to do the following:

№	Action	Display	Comments
1	Press the red button	PRESS I S T?	The DigiPass device offers a choice of functions: I-identification, S-signature, T-testing
2	Press button "T"	SHOW SERIAL?	When changing PIN, ignore this message. (the device offers You to learn it's serial number. You can learn it by pressing the "=" button).
3	Press button "T"	DP500 TEST?	When changing PIN, ignore this message. (the device offers You to get a Test Key. You can get it by pressing the "=" button).
4	Press button "T"	CHANGE PIN?	DigiPass is ready for PIN change.
5	Press button "="	ENTER PIN	The device prompts You for PIN.
6	Input Your Old PIN	XXXXX	-
7	Press button "="	NEW PIN	The device prompts You for Your new PIN.
8	Input Your New PIN	XXXXX	-
9	Press button "="	REPEAT PIN	The device prompts You to repeat the input.
		WEAK PIN, followed by NEW PIN	The message WEAK PIN appears, when Your PIN has poor protection and in that case You will be offered to input a new PIN (p.8).
10	Repeat the input of Your PIN	XXXXX	-
11	Press button "="	PIN CHANGED, followed by PRESS I S T?	The DigiPass PIN change was successful.

In the e-NORVIK account management system You can either save the payment for later signing or sign it right away. The payment will be saved in the Documents menu. The documents that are ready for signing can be gathered in groups. This can be done by marking the corresponding payments in the appropriate form in the Indicators column.

Attention! A group can contain no more than 10 payments. When a group is formed, click on the Sign button on the bottom of the screen. A form for group signature will appear on the screen of Your computer display.

To get the electronic signature You have to do the following:

№	Action	Display	Comments
1	Press the red button	PRESS I S T?	The DigiPass device offers a choice of functions: I-identification, S-signature, T-testing
2	Press button"S"	SIGNATURE	The DigiPass device is ready to generate digital signature
3	Press button "="	ENTER PIN?	The device prompts You for PIN.
4	Input Your PIN	XXXXX	-
5	Press button "="	VALUE	The signature parameter is offered by e-NORVIK. Proceed to item 7.
		WRONG PIN X , followed by ENTER PIN	If You input the wrong PIN, the device will warn You about it by displaying the message WRONG PIN X, where X – is quantity of mistakes made by You, while attempting to input PIN. After there attempts to input the wrong PIN, the device becomes blocked. Please try to remember the correct PIN. After You input a correct PIN, the quantity of wrong PIN attempts will nullify.
6	Input the signature parameter	XXXXXXXXXX	-
7	Press button "="	COMPUTING, followed by SG=XXXXXX	The six digit combination is Your electronic signature. You have to input it into the appropriate form offered by e-NORVIK system on the screen of Your PC and afterwards click the button Sign.