

**INTERNET BANKING  
UNICREDIT BANK CZECH REPUBLIC  
AND SLOVAKIA, A.S.**

**BUSINESSNET PROFESSIONAL**

**ORDER SIGNATURE – ELECTRONIC TOKEN**

Life is full of ups and downs.  
We're there for both.

Welcome to  
 **UniCredit Bank**

# Signing payment orders in BusinessNet using your Electronic token

## STEP 1

Select order(s) to sign.

The screenshot shows the 'SIGNATURE FOLDER' interface with the following search filters:

- Status: All
- Order type: All Types and Packages
- Account: All
- Date: From 29.05.2019 to (empty)
- Transactions:  Omit transactions already signed by me,  Only show transactions I am / was authorized to sign

Buttons: Search >, Reset >

Status Sg	Order type Information	Account	CCY	Date	Amount	CCY
<input checked="" type="checkbox"/>	To sign	Domestic Payment CA Europa 2505029/2700 VC:1234567890 CC:0000000558 SC:0000000000	CZK	29.05.2019	-10.00	CZK

Select action ... [Page 1 of 1]

1 orders are within your complete orderlist. Date / Time: 29.05.2019 09:19:05

Total debits of selected orders ( 1 ) -10.00 CZK

Token: [ ]

Generate Authentication Code >

## STEP 2

Rewrite the token code to field „Token“ and press the „Generate Authentication Code“ button.

The screenshot shows the 'SIGNATURE FOLDER' interface with the same search filters as in Step 1. The 'Token' field is now filled with asterisks (\*\*\*\*\*).

Buttons: Search >, Reset >

Status Sg	Order type Information	Account	CCY	Date	Amount	CCY
<input checked="" type="checkbox"/>	To sign	Domestic Payment CA Europa 2505029/2700 VC:1234567890 CC:0000000558 SC:0000000000	CZK	29.05.2019	-10.00	CZK

Select action ... [Page 1 of 1]

1 orders are within your complete orderlist. Date / Time: 29.05.2019 09:19:05

Total debits of selected orders ( 1 ) -10.00 CZK

Token: [\*\*\*\*\*]

Generate Authentication Code >

### STEP 3

Six characters code with an account number and amount are displayed.  
Verify that account number and amount match with order selected to sign.

Status	Order type	Account	CCY	Date	Amount	CCY
To sign	Domestic Payment	2505002	CZK	29.05.2019	-10.00	CZK
CA Europa 2505029/2700 VC:1234567890 CC:0000000558 SC:0000000000						

  

2505029	-10.00 CZK	vbyhsn
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### STEP 4

Rewrite the six characters code into the field „Authentication Code“ (*vbyhsn* in the example) and press the „Sign“ button to sign your order(s).

SIGNATURE

**SIGNATURE FOLDER**

Status: All  
Order type: All Types and Packages  
Account: All  
Date: From 29.05.2019 To  
Transactions:  Omit transactions already signed by me  
 Only show transactions I am / was authorized to sign  
More search criteria: Search Reset

Status	Order type	Account	CCY	Date	Amount	CCY
To sign	Domestic Payment	2505002	CZK	29.05.2019	-10.00	CZK
CA Europa 2505029/2700 VC:1234567890 CC:0000000558 SC:0000000000						

Select action ... Page 1 of 1

1 orders are within your complete orderlist. Date / Time: 29.05.2019 09:25:22

Total debits of selected orders	( 1 )	-10.00 CZK
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2505029  
-10.00 CZK

vbyhsn

Authentication Code: \*\*\*\*\*

Sign Cancel

## STEP 5

Done, please check if the order was successfully signed.

SIGNATURE

**SIGNATURE FOLDER** ☆ 📧 📄 🗑️

Signature Result Page

Signature proc. started 29.05.2019 09:29:59

Selected & proc. orders 1

Finally signed orders 1

List of results

Status	Order type Information Message	Account	Curr	Date	Amount	Curr
<span style="color: green;">✔</span> Signed	Domestic Payment CA: Europa 2505029/2700 VC: 1234567890 CC: 0000000558 SC: 0000000000 You finally signed this order	2505002	CZK	29.05.2019	-10.00	CZK

Reset sort order Page 1 of 1

Note:  
Transactions sent to the bank for processing can be checked by you in the relevant Payments Overview (i.e. transactions having the status "To be processed"), or, alternatively, in the history of the given account.

[Back >](#) [Order Archive >](#)

UniCredit Bank Czech Republic and Slovakia, a.s.  
Corporate & Investment Banking  
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