



## COMPUTER REGISTRATION – USER’S GUIDE

Effective October 18, 2010

### Why am I required to register my computer(s)?

Registering your computer(s) is an additional layer of security to help protect you against unauthorized attempts to access your online banking information. After your computer is registered, any log-in attempt from an unregistered computer will require the delivery of a Secure Access Code to your contact preference only.

**Note:** In order for the registration process to work properly, Adobe Flash is required. If you don't have the program's version for your computer downloaded, or you need to verify that you have the program, go to the Adobe Flash link located in the lower left hand corner of our website's homepage at [www.premier-bk.com](http://www.premier-bk.com) . Or if you prefer to go to Adobe's site directly, it is: <http://www.adobe.com/software/flash/about/>

### To Register Your Computer:

Upon entering your Log-in and Password, the following screen will appear.

This is very similar to the process for first time enrollment:

1. Select a delivery channel from your contact preferences to have a Secure Access Code delivered to you. (Do not select "I already have a Secure Access Code" unless you have one that was received within the last 10 min.)
2. Click Continue

The screenshot shows a web interface with a progress bar at the top containing four steps: 'Login', 'Select Delivery', 'Enter Access Code', and 'Register Computer'. The 'Select Delivery' step is currently active. Below the progress bar, a message reads: 'You are Required to Register this Computer. For your online security, we require you to register each computer you use to access our online banking services. Either your computer has not yet been registered or your registration has expired. Please choose where you would like us to deliver your Secure Access Code from your contact preferences below. You will be required to enter the delivered access code on the next page and will then be prompted to register your computer.' There are two radio button options: 'I already have a Secure Access Code' and 'xxxlens@xxxbank.com'. Below these are 'Continue' and 'Help' buttons. At the bottom, a disclaimer states: 'Secure Access Code delivery generally takes less than a few minutes, depending on contact channel. However, during times of high system usage, delivery may take longer. For support, please call Internet Banking Support at 1-877-416-5965 option 1, Mon. – Fri. 8:00 a.m. – 7:00 p.m. (Central Time). For new account or general account questions please call 913-888-8490.'

3. After receiving your Secure Access Code, enter it into the screen provided.
4. Click Continue.

**Enter Delivered Secure Access Code**  
Once you receive your Secure Access Code, enter it below.

Secure Access Code \*

*If you close your browser prior to entering your code, you may return to this page by selecting the "I already have a Secure Access Code" option from the delivery selection screen. Note: Secure Access Codes are only valid for a limited time, and cannot be reused. If your code has expired, you must restart the log on process. For support, please call Internet Banking Support at 1-877-416-5965 option 1, Mon. – Fri. 8:00 a.m. – 7:00 p.m. (Central Time). For new account or general account questions please call 913-888-8490.*

The next screen will give you two options for registering / activating the browser of the computer you are using:

1. **Activate this computer for later use:** this option will set a cookie / secure token on the browsers of the PC and allows you to Log-in to the BankAtEase system in the future using only your log-in and password.
2. **Give me one-time access only (do not activate this computer):** this option will allow you to access your BankAtEase accounts on the PC that you are on, only one time. Should you log on to this PC again, you will be required to request and enter another Secure Access Code. **USE THIS OPTION WHEN ACCESSING BankAtEase FROM PUBLIC COMPUTERS SUCH AS AIRPORTS, HOTELS, ETC.**

- Choose one of these options that most appropriately fits your needs.
- Then Click Continue

**Activate Browser**  
Are you at a private computer that you will use regularly to access online banking? If so, we can activate your browser for future access. If you are at a public computer, select 'One Time Access' below and this computer will not be activated.

Activate this computer for later use

Give me one-time access only (do not activate this computer)

*Note: To activate your computer, we will place a Secure Token in your browser. Your PC must be configured to accept "cookies" from this site. The next time you log on, you will only need to enter your User ID and password. The number of allowable activations may be limited for the security of your account. For support, please call Internet Banking Support at 1-877-416-5965 option 1, Mon. – Fri. 8:00 a.m. – 7:00 p.m. (Central Time). For new account or general account questions please call 913-888-8490.*