

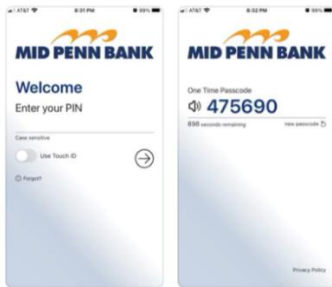


Commercial Center Soft Token Guide (End-User)

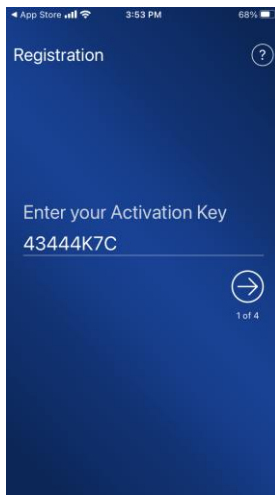
- A user may use either token for login. Both the mobile token and desktop token can be activated for any user.
- The token app is dedicated to a single user based on the connection established by the user's individual Activation Key, like business mobile banking.
- To use the soft token, a user must be able to download the app onto their cell phone and/or have administrative rights to their computer.
- To use the desktop app, the user's profile must have both the last 4 of SSN and the name of the favorite teacher or childhood friend completed, as the system uses this for verification.

MOBILE TOKEN DOWNLOAD

- 1) In the App Store, locate Mid Penn Bank's "MPB Security Token" and download it.

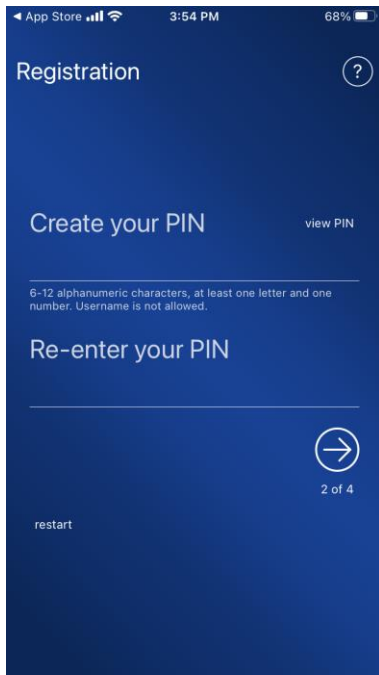


- 2) Once downloaded, open the app and enter your user ID's Activation Key.

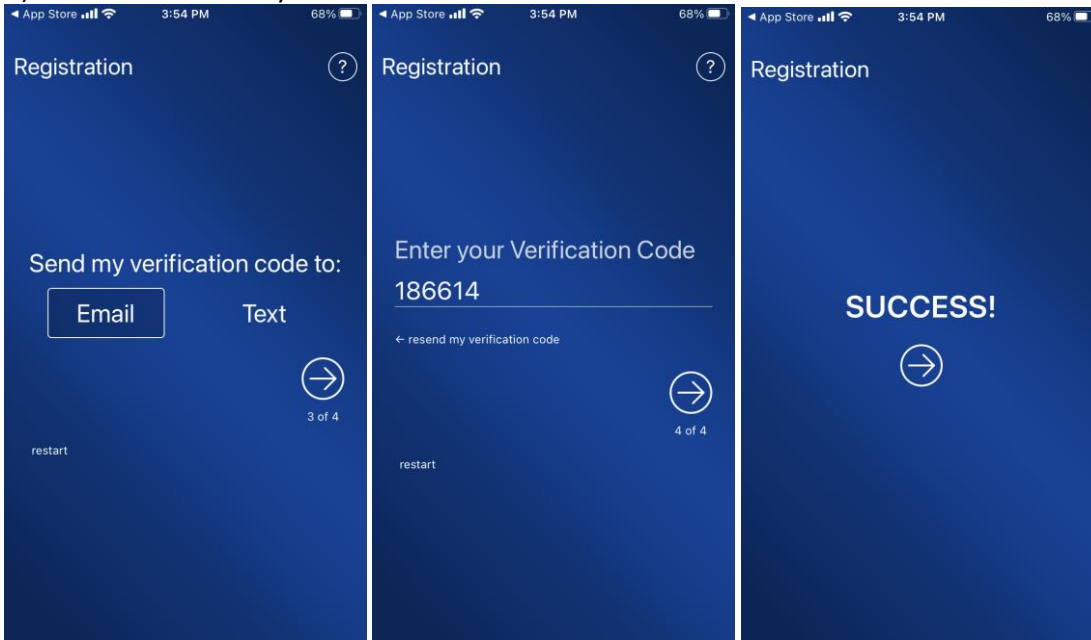


For any questions about using the soft token, please contact Business Online Banking at 866-642-7736.

- 3) Enter and Verify the local device PIN, distinct from any other PIN or Password for Commercial Center, onto the screen.



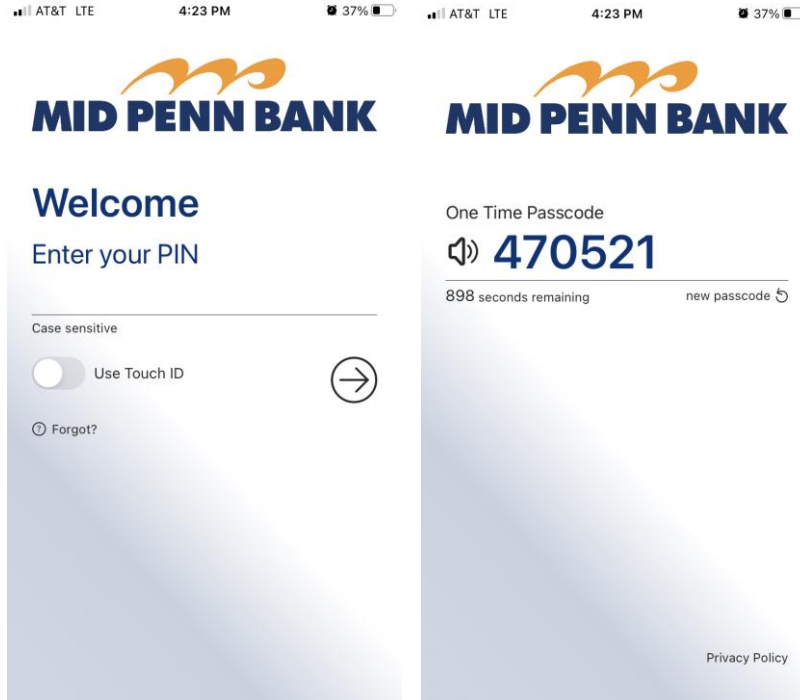
- 4) Receive and enter your verification code.



For any questions about using the soft token, please contact Business Online Banking at 888-999-2644.

MOBILE TOKEN LOGIN

- 1) Open the mobile token app and enter the local device PIN.



- 2) Use this code in the Password field.



Welcome to Mid Penn Bank Commercial Center

* Company ID

* User ID

* Password

Success!

***For any questions about using the soft token, please contact Business Online Banking
at 888-999-2644.***

DESKTOP TOKEN DOWNLOAD

- 1) User will download Commercial Center from the sign on page or from withing their profile.

Welcome to Mid Penn Bank Commercial Center

* Company ID
* User ID
* Password

[Click here to download Mid Penn Bank Commercial Center Secure Browser](#)

[Click here to download Commercial Center Token Client](#)



Go To: | [Bulletins](#) | [Resource Center](#) | [Messages](#) | [Help](#) | [Sitemap](#) | [Log Off](#)

Good Afternoon Smith Blanktest | Last login on Apr 8, 2022 2:47 PM EDT |

Dashboard **Account Information** Payments & Transfers Control & Recon Administration **My Settings**

Welcome to Commercial Center

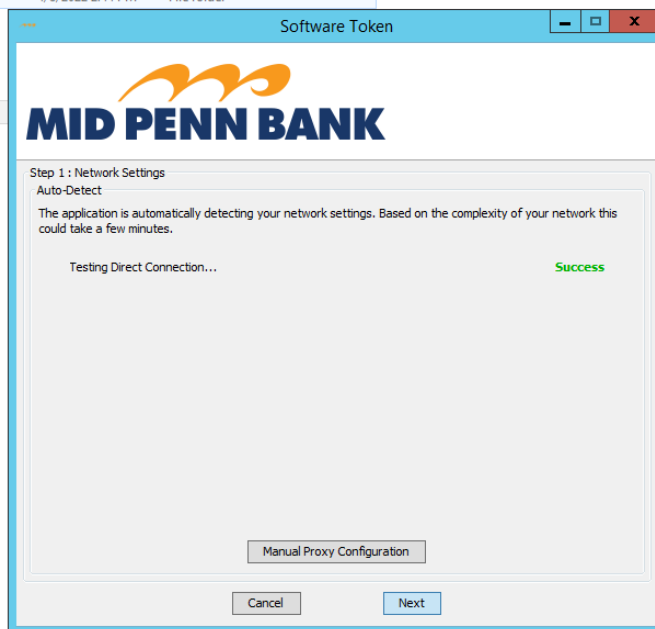
Account Center

DDA Data reported as of Apr 8, 2022 2:54 PM EDT

Account Number	Current Available	Current Ledger	Memo Available Balance
Number of Accounts: 2	\$2,653.95	\$2,653.95	\$2,653.95
*3333 DONALD DUCK INC	\$2,642.60	\$2,642.60	\$2,642.60
*9440 MICKEY MOUSE	\$11.35	\$11.35	\$11.35

- My Profile
- My History
- Secure Messaging
- Subscriptions
- File Vault
- Mid Penn Bank Commercial Center Desktop
- Mid Penn Bank Commercial Center Secure Browser
- Software Token Client**
- 0 Check Positive Pay Exceptions
- 16 Expired Payments
- 1 Users Locked Out


- 2) Run and Save the installer wizard.



- 3)

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Software Token



MID PENN BANK

Step 2 : Authentication

A security certificate will be generated for you automatically once you click "Next".
This process may take a few moments.

Please enter your credentials


Company ID

User ID

Activation Key

4)

Software Token



MID PENN BANK

Step 3 : Two-Factor Authentication Settings

MidPenn Bank PROD Software Token uses two-factor authentication and generates time sensitive one-time passcodes to ensure your identity, security, and privacy.

Connecting to Authentication Server... Connection OK

Choose PIN

You will need to choose a PIN. A PIN is the secret value you use to authenticate yourself. You should never give your PIN to anyone and be sure to keep your PIN in a safe place. Your PIN must be between 6 and 12 characters in length, contain at least one letter and one number, and is case sensitive.

- Please create a name for your Software Token located on this computer.
 Example: Tom's Token
- Click the keyboard icon below and create a PIN. Do not share this PIN with anyone.
- Click the keyboard icon below and reenter your PIN for verification.
- Click the Next button.

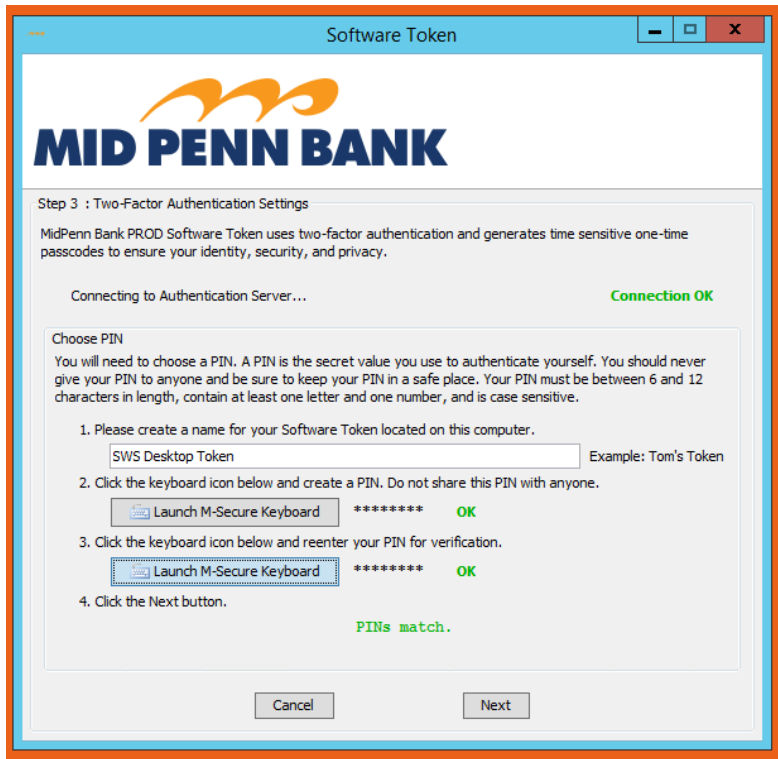
5)

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- 6) Enter and Verify the local device PIN, distinct from any other PIN or Password for Commercial Center, into the encrypted keyboard.



- 7) The PIN must contain a minimum of 6 characters, requires at least 1 letter and 1 number



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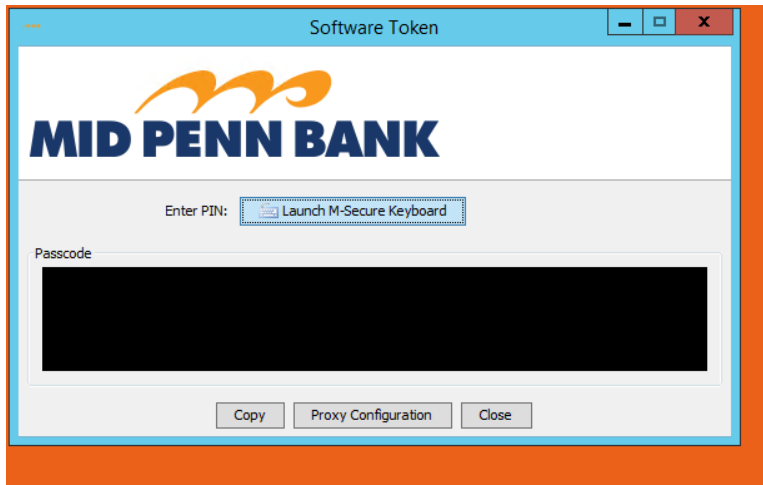
8) Security answers must match answers in profile **exactly**.

The screenshot shows a window titled "Software Token" with the Mid Penn Bank logo at the top. The main content area is titled "Step 4 : PIN Registration" and contains the following text: "MidPenn Bank PROD Software Token uses two-factor authentication and generates time sensitive one-time passcodes to ensure your identity, security, and privacy." Below this, it says "Registering PIN with Authentication Server..." followed by a green status indicator "User Registered". A message states: "Your encrypted PIN has been registered with the Authentication Server. Please confirm your secure user information to confirm your new PIN and complete the registration process." There are two input fields: "Last Four Digits of SSN?" with the value "9999" and "What was the name of your favorite teacher or childhood friend?" with the value "krall". A note explains: "Why ask these questions? This is to enable your bank to verify who you are independent of this software registration process." At the bottom, there are "Cancel" and "Next" buttons.

For any questions about using the soft token, please contact Business Online Banking at 888-999-2644.

DESKTOP TOKEN LOGIN

- 1) Open the Desktop Token application.



- 2) Enter the local device PIN in the encrypted keyboard.



- 3) Use this code in the Password field



Welcome to Mid Penn Bank Commercial Center

* Company ID

* User ID

* Password

Success!

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