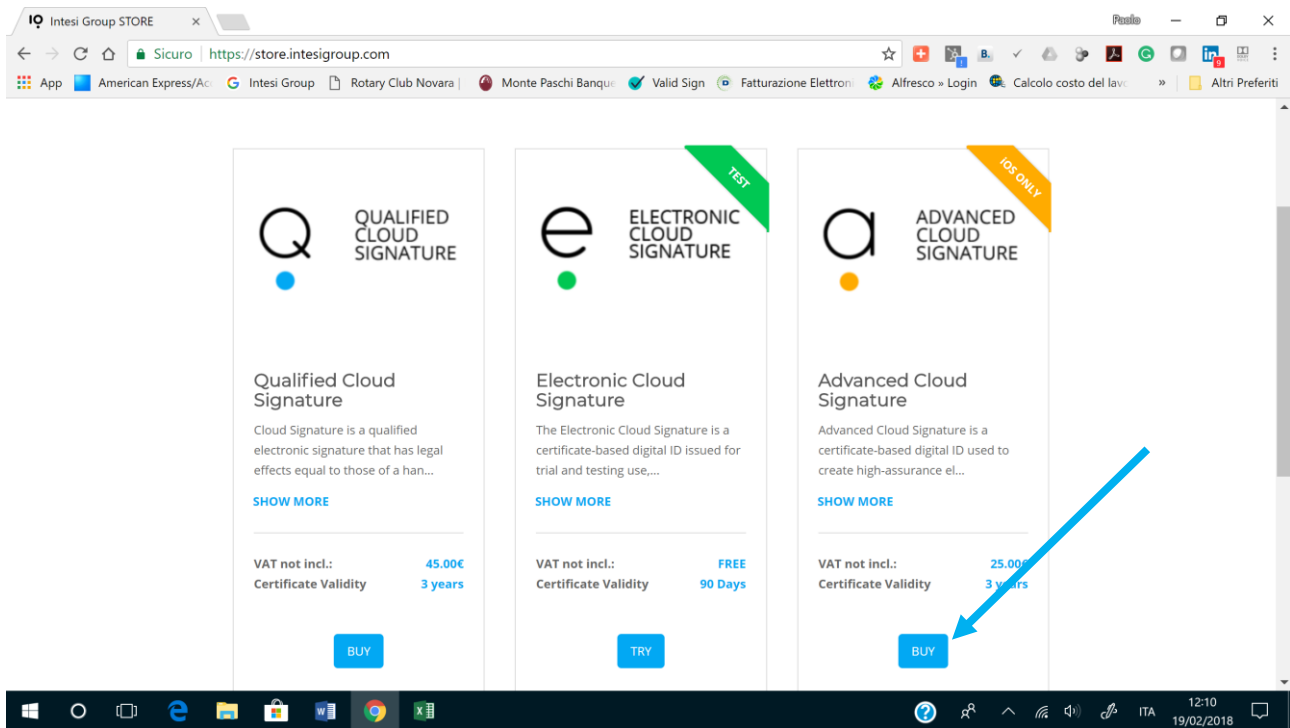


Advanced Cloud Signature certificate enrollment

User Experience

March 2018

Go to <https://store.intesigroup.com/> and select “Advanced Cloud Signature”



Pic. 1

Fill in and follow step by step the prompts of the Store.

The end result of this step is that the user receives an e-mail with the link to initiate the Identification process. The identification of the user is a key step, before proceeding with the issuance of the digital certificate, which will enable the user to digitally sign documents.

The Identification process takes place using a mobile App (at this very moment iOS only, the Android version will be published by the end of Q1 2018). The App (IDentify) collects a set of user related information and ID document(s) which are securely transferred to the RAO (Registration Authority Officer) for validation.

The benefit of IDentify consists in the fact that the user can complete the “identification package” at his/her convenience, filling in the requested information in different moments and deciding autonomously when to submit the identification package to the RAO.

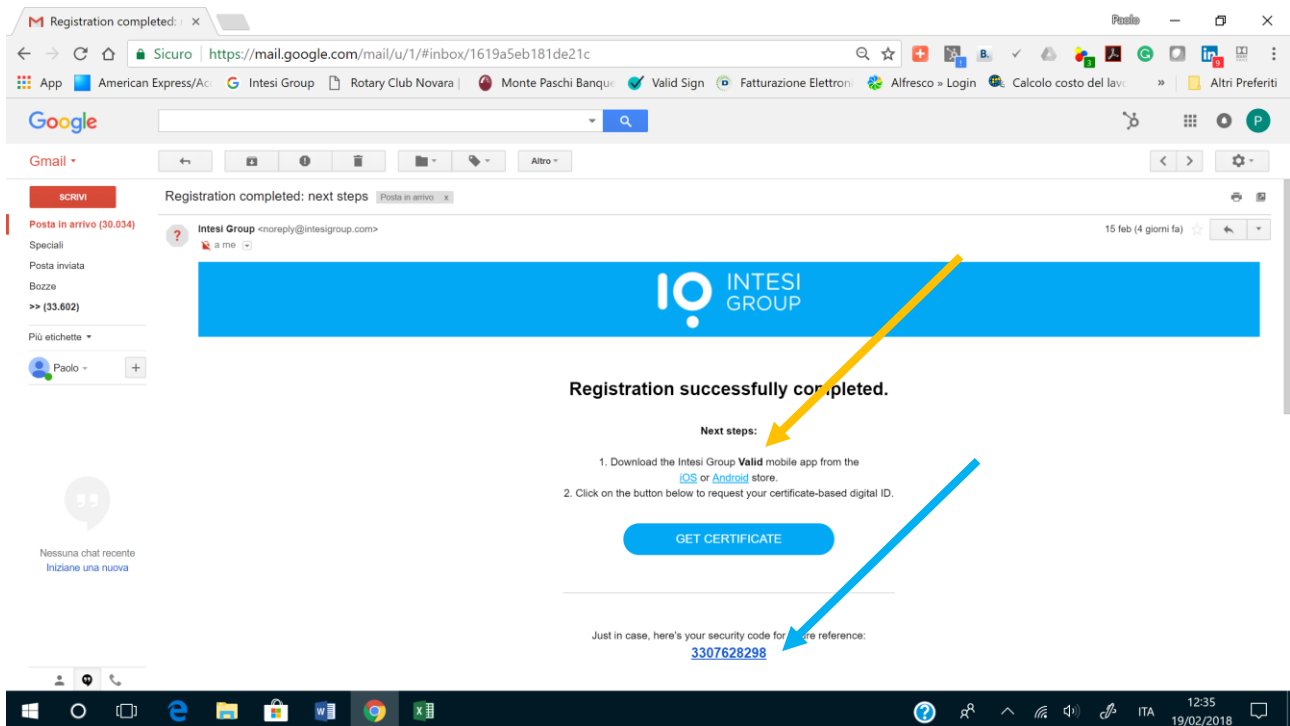
The IDentify App can be used to support the identification process of several users (each of them will have of course to logon with his/her own credentials). You need then just one iPhone/iPad to manage the process of all the users, if not all of them have iOS handsets.

The RAO verifies that all the set of information provided by the user is complete, consistent and coherent and sends both a) a push notification to IDentify and b) an e-mail to the user about the successful completion of the registration process (see Pic #2).

If something goes wrong with the validation (e.g. mismatch of the provided information, unclear photos..) the notification will report the errors to the user, who is then prompted to correct the errors and resubmit the identification package.

In general this should not be the normal case and the identification process gets completed with one single “virtual” interaction between the user and the RAO.

The next step is the certification enrollment and issuance



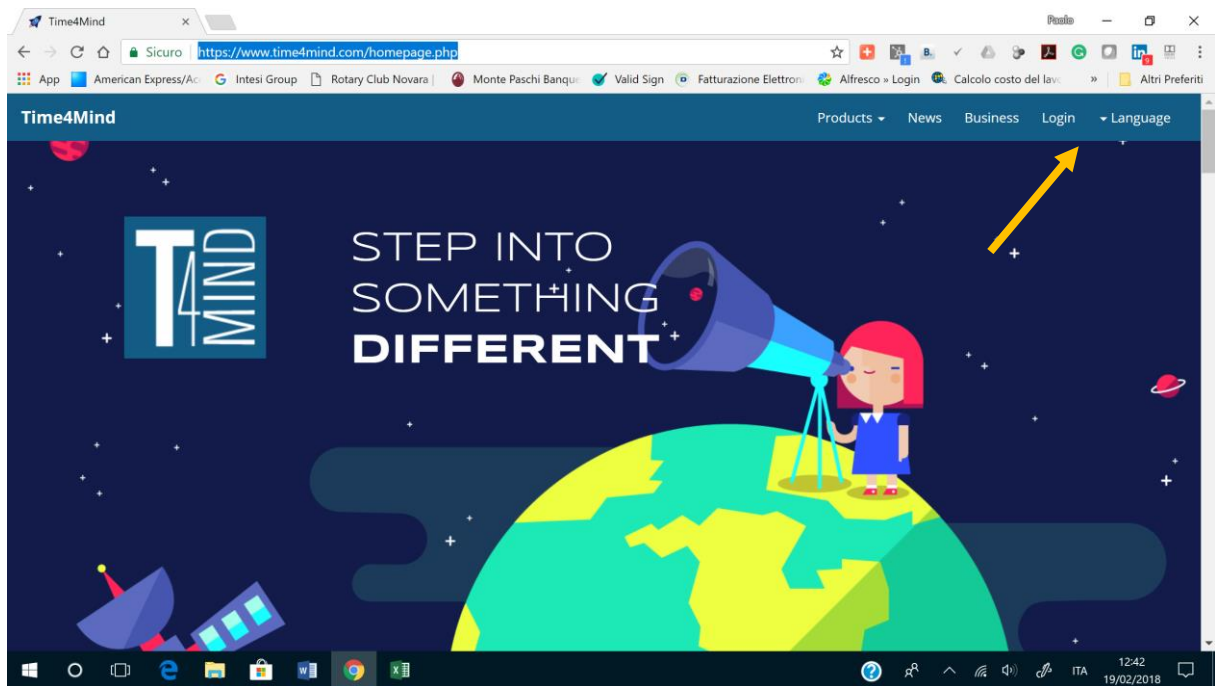
Pic. 2

To proceed with this phase, tap the link (iOS or Android, see yellow arrow in pic #2) to download the App Valid. The App will be used during the enrollment phase of the certificate and will provide (at a later stage) OTP (one-time password) required during the signing phase.

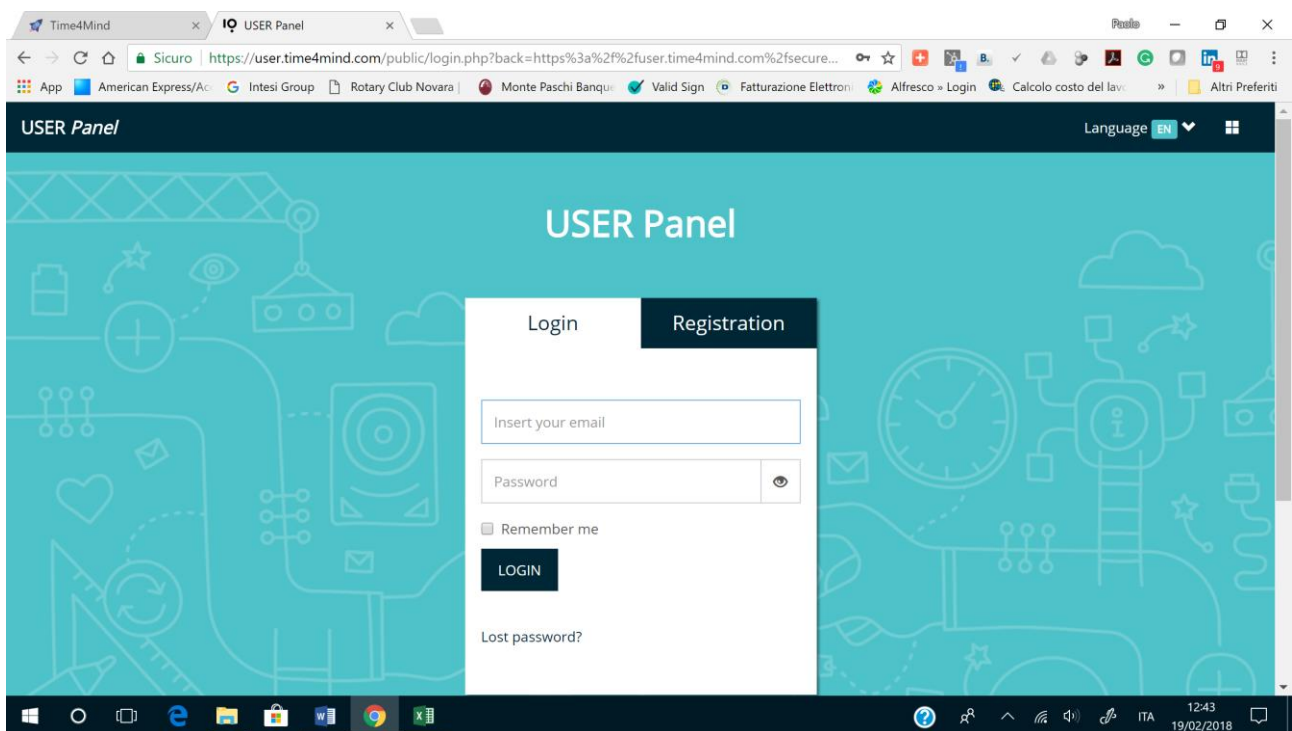
After the download, perform App login.

- User = e-mail address provided during the purchase phase
- Password = password selected during the purchase phase

The user will have then to login to: <https://www.time4mind.com/homepage.php>



Pic. 3



Pic. 4

- User = e-mail address provided during the purchase phase
- Password = password selected during the purchase phase

Once logged, select the Enroll Certificate function.

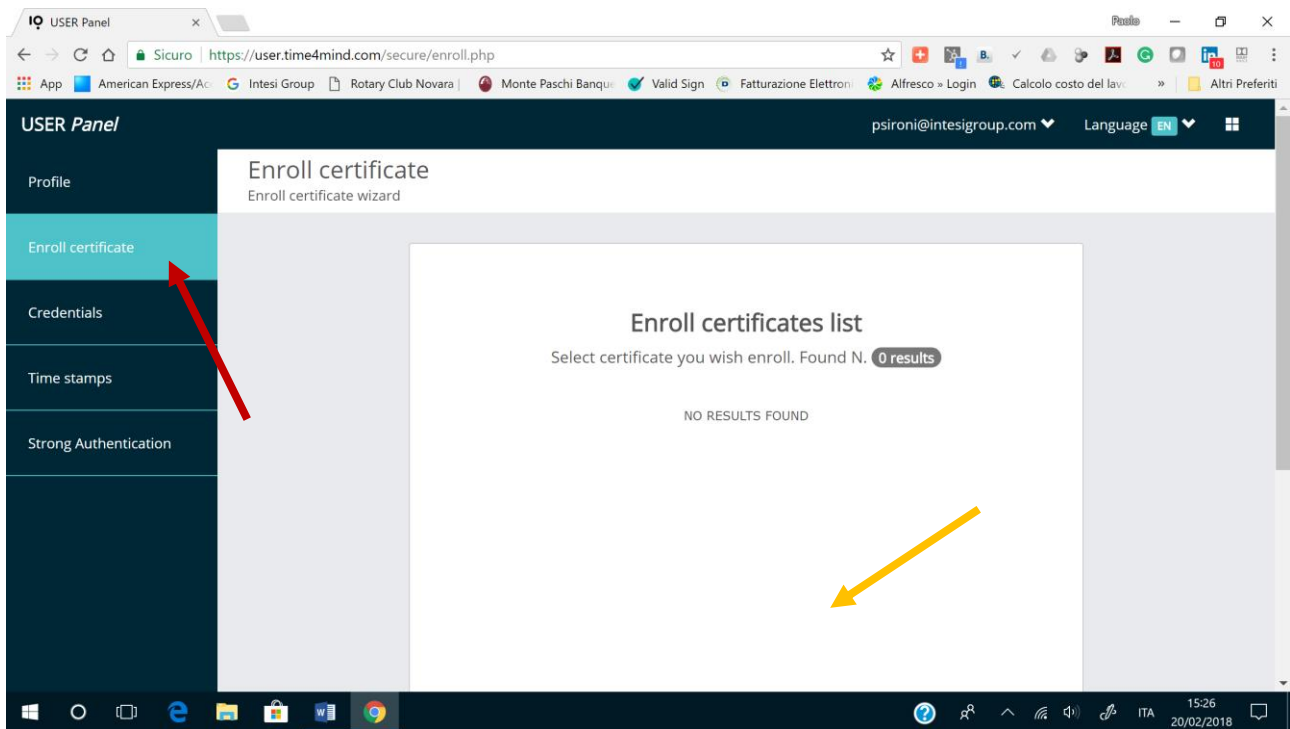


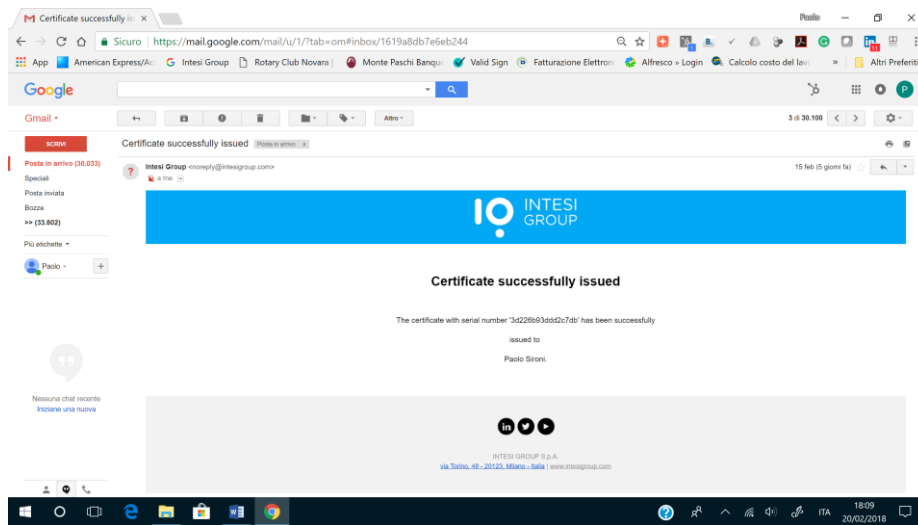
Fig. 5

Enter the security code received in the e-mail (see Pic #2); the field will automatically show up in the area identified by the yellow arrow.

The user will receive a push notification in the App Valid and will have to confirm the enrollment of the certificate.

This step completes the issuance of the digital certificate for a given user.

The user also receives an e-mail confirming the completion of the process.



Pic. 6