GTBANK UK E-STATEMENT SOLUTION USING MIMECAST CCM

The new e-Statement service is a product which delivers statements of accounts in a secure manner. It uses the Mimecast CCM secure mail delivery solution.

The process begins with Guaranty Trust Bank UK sending you an email titled ±Your Statement of Account is Readyq with the email address you have registered with the bank. The email will be sent from [e-statements @gtbankuk.com](mailto:e-statements@gtbankuk.com).

This guide will provide assistance and take you through the steps for using the service. The guide will cover:

- First time Login which involves choosing a memorable password

- Subsequent logins to your Mimecast Inbox

FIRST TIME MIMECAST EMAIL RECEIPT

The email message you will receive is similar to the one below

Your Statement of Account is ready

From: "e-statements@gtbankuk.com" <e-statements@gtbankuk.com>   Add to Contacts
To: a.a@emailaddress.com <a.a@emailaddress.com>

This is a Mimecast CCM notification from Guaranty Trust Bank (UK) Limited (GTBank UK).

GTBank UK has sent you a statement of account and this can only be viewed online within the Mimecast service.

If in doubt about the source of this message, please call +44 (0) 2079479700 and speak to your Relationship Manager.

If this is the first time that you have received a message like this, then you should also have received a password notification message containing initial logon information. Please follow the instructions contained within the password notification message in order to proceed.
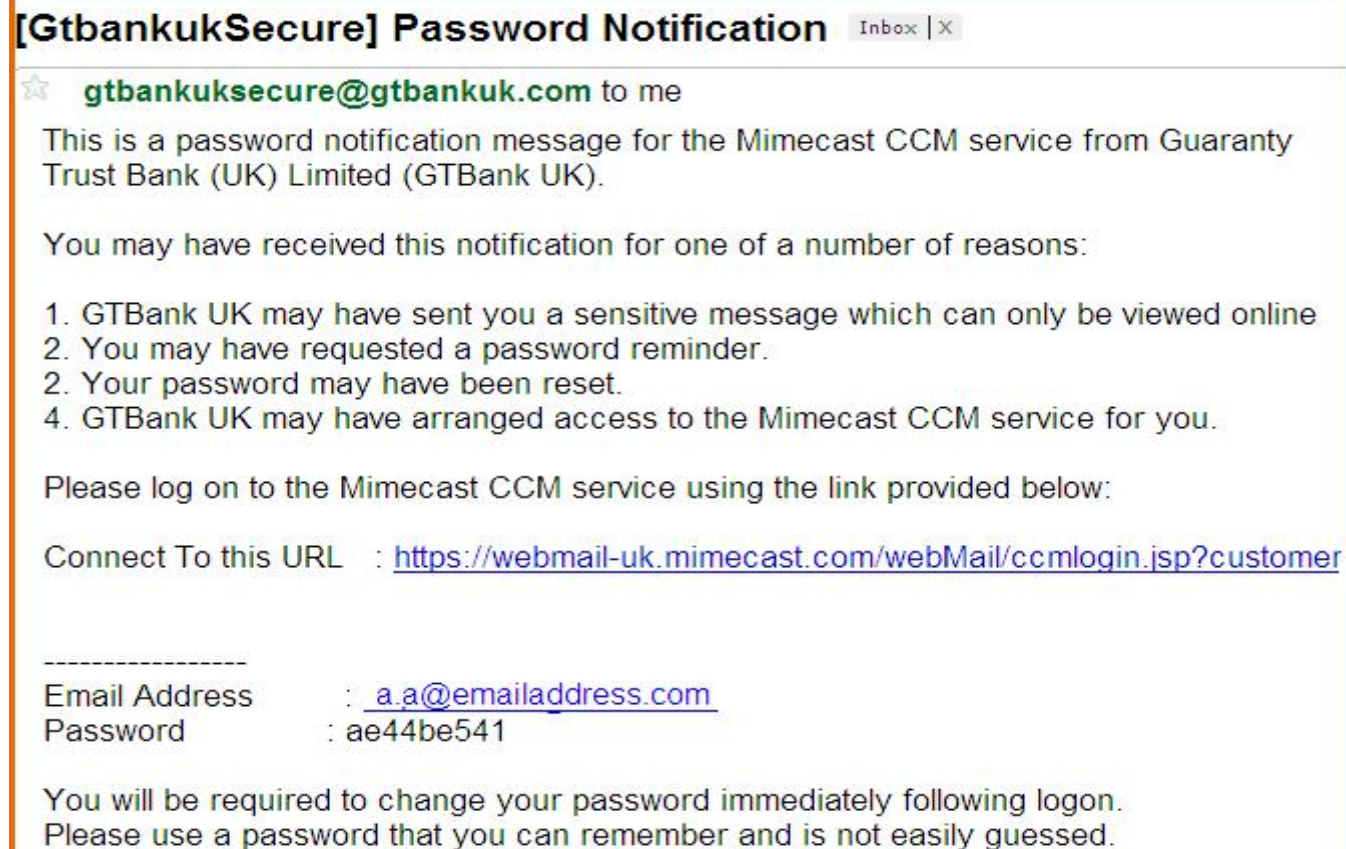
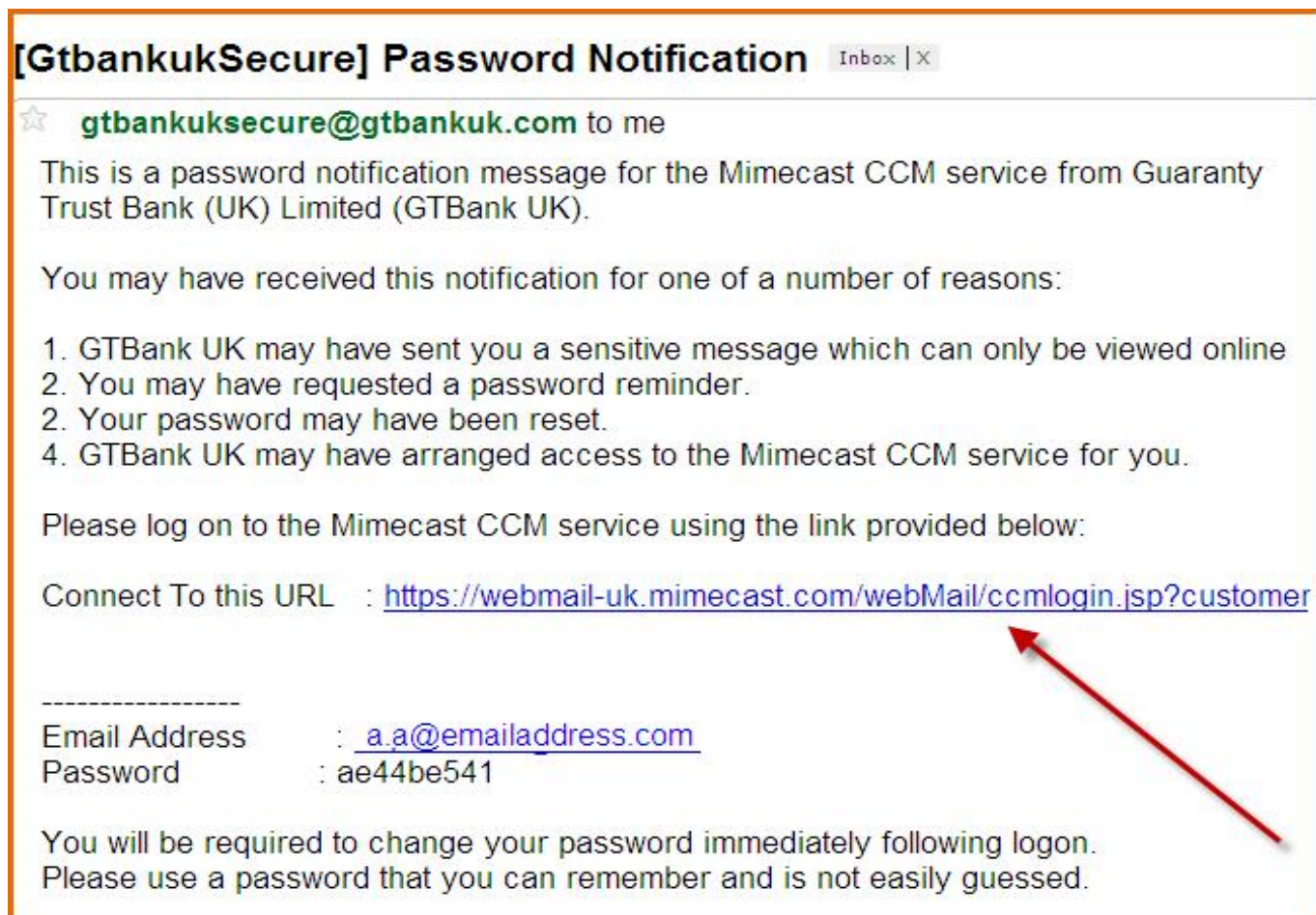Otherwise to access your statement of account, please click on the link below:

https://webmail-uk.mimecast.com/webMail/ccmlogin.jsp?customer=%

PLEASE NOTE THAT YOU NEED ADOBE ACROBAT READER VERSION 7 AND ABOVE IN ORDER TO SUCCESSFULLY VIEW YOUR STATEMENT. Visit www.adobe.com to download the latest Adobe Reader version.

If this is your first time receiving an email via Mimecast CCM, you will require a password to access the emails.

An initial password will be sent to you via another email message, Password Notification , as seen below.

[GtbankukSecure] Password Notification Inbox | X

gtbankuksecure@gtbankuk.com to me

This is a password notification message for the Mimecast CCM service from Guaranty Trust Bank (UK) Limited (GTBank UK).

You may have received this notification for one of a number of reasons:

1. GTBank UK may have sent you a sensitive message which can only be viewed online
2. You may have requested a password reminder.
2. Your password may have been reset.
4. GTBank UK may have arranged access to the Mimecast CCM service for you.

Please log on to the Mimecast CCM service using the link provided below:

Connect To this URL   : https://webmail-uk.mimecast.com/webMail/ccmlogin.jsp?customer

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Email Address   : a.a@emailaddress.com
Password   : ae44be541

You will be required to change your password immediately following logon.
Please use a password that you can remember and is not easily guessed.

[GtbankukSecure] Password Notification Inbox | X

☆ **gtbankuksecure@gtbankuk.com** to me

This is a password notification message for the Mimecast CCM service from Guaranty Trust Bank (UK) Limited (GTBank UK).

You may have received this notification for one of a number of reasons:

1. GTBank UK may have sent you a sensitive message which can only be viewed online
2. You may have requested a password reminder.
2. Your password may have been reset.
4. GTBank UK may have arranged access to the Mimecast CCM service for you.

Please log on to the Mimecast CCM service using the link provided below:

Connect To this URL   : https://webmail-uk.mimecast.com/webMail/ccmlogin.jsp?customer

----
Email Address   : a.a@emailaddress.com
Password   : ae44be541

You will be required to change your password immediately following logon.
Please use a password that you can remember and is not easily guessed.

Click on the link in the password notification email as illustrated above. You will be directed to a new page.

mimecast
unified email management

Version : 2.5.3-28-20110704_1402

Homepage | FAQ | Contact Support | Terms & Conditions

Email Address [_____]

Password [_____]

I have forgotten my password

Login

On the new page, enter your email address and password as provided in the Password Notification you received.

Email Address   : a.a@emailaddress.com
Password   : ae44be541

Please note that only the email address you registered with the bank whereby you received the e-mail from us and the password provided in the password notification will work on this login page.

Upon successful login, you will be required to change the password immediately. This can be done as illustrated below.

Choose a memorable and secure password
Supply the data required into the fields as shown above
Click on 'Reset'

After changing your initial password, a screen similar to the one below will be displayed. At this point, you have successfully logged into your Mimecast CCM account.
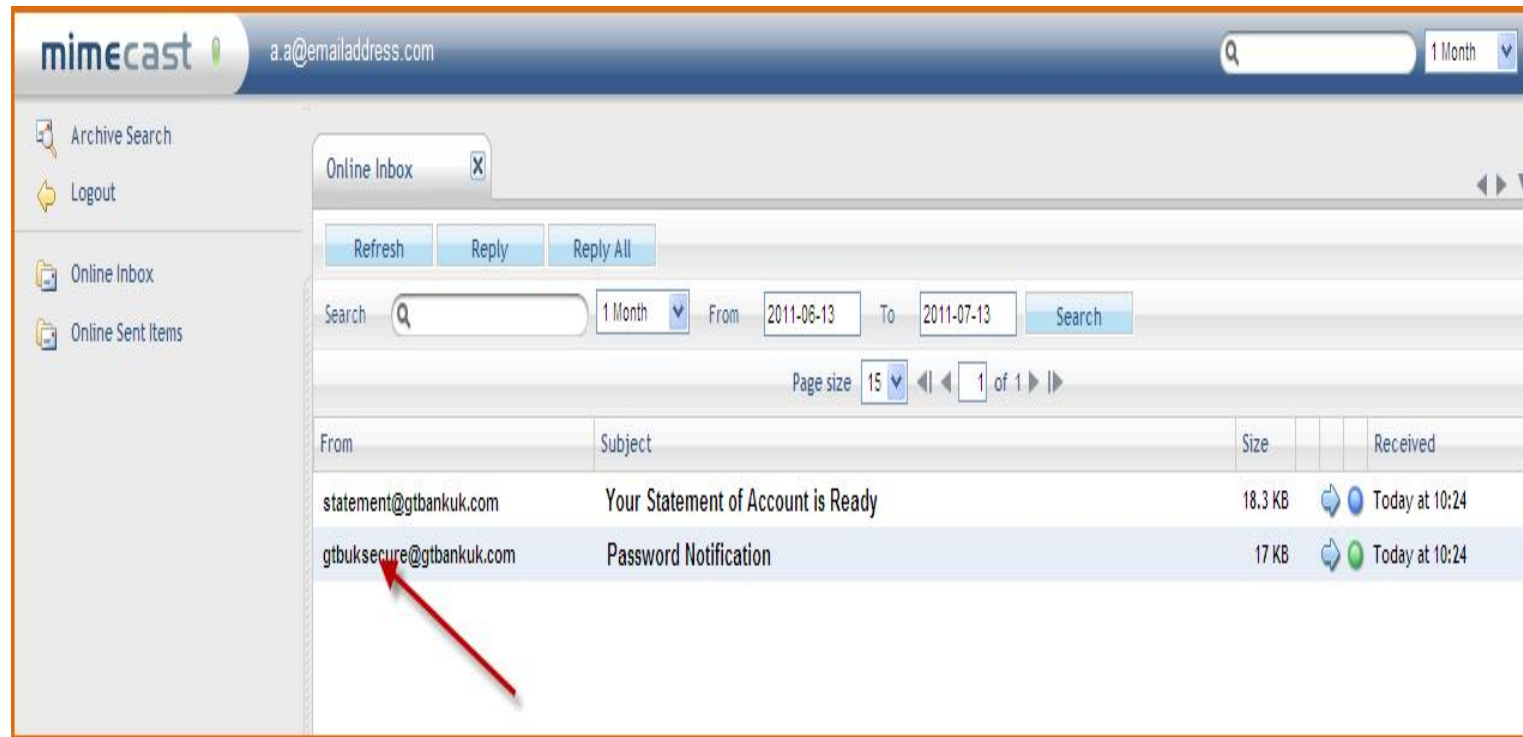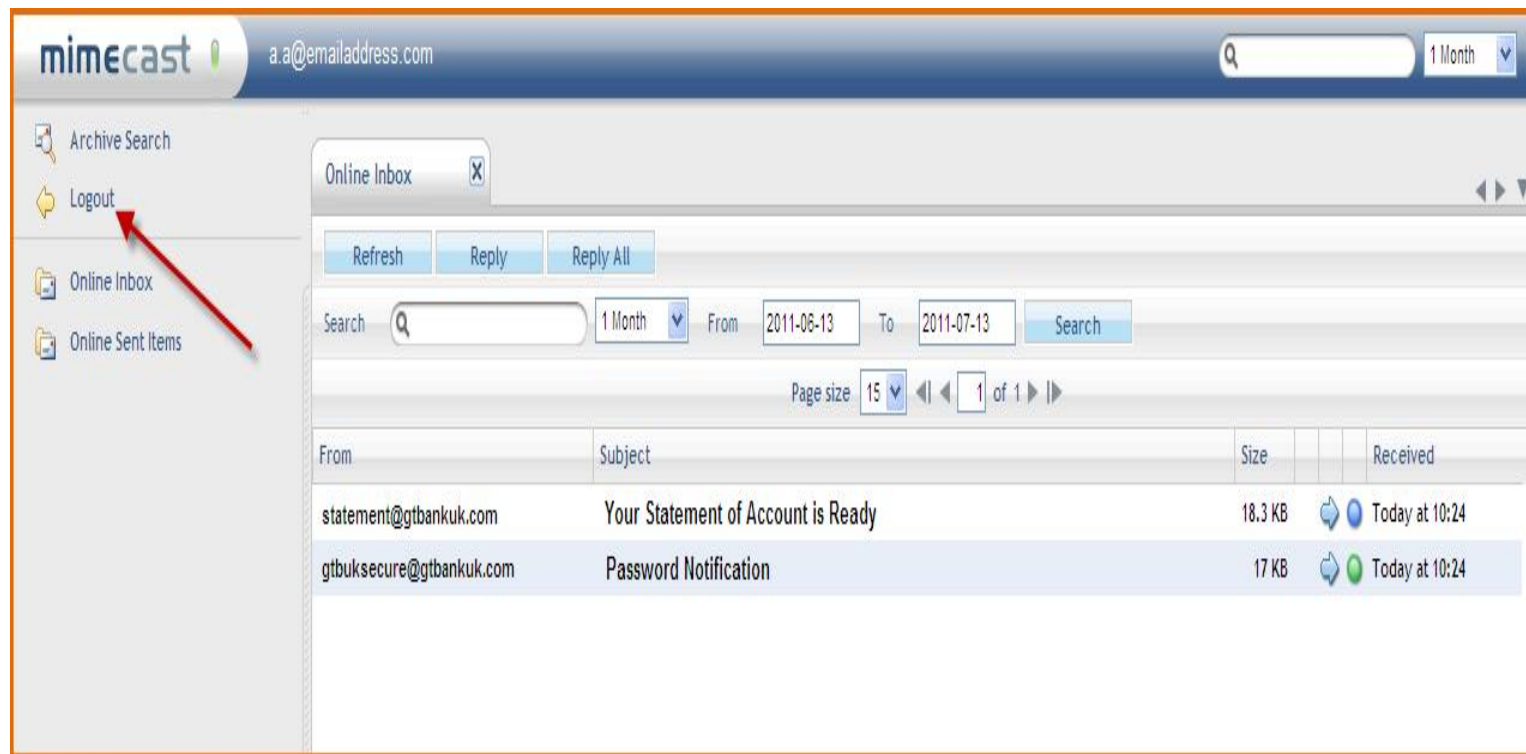

This is a view of your Mimecast account.

By clicking on the each of the emails, you will be able to access them.

Subsequent statements of accounts will be delivered into your Mimecast Inbox; and you will be notified in your primary email when this is done.
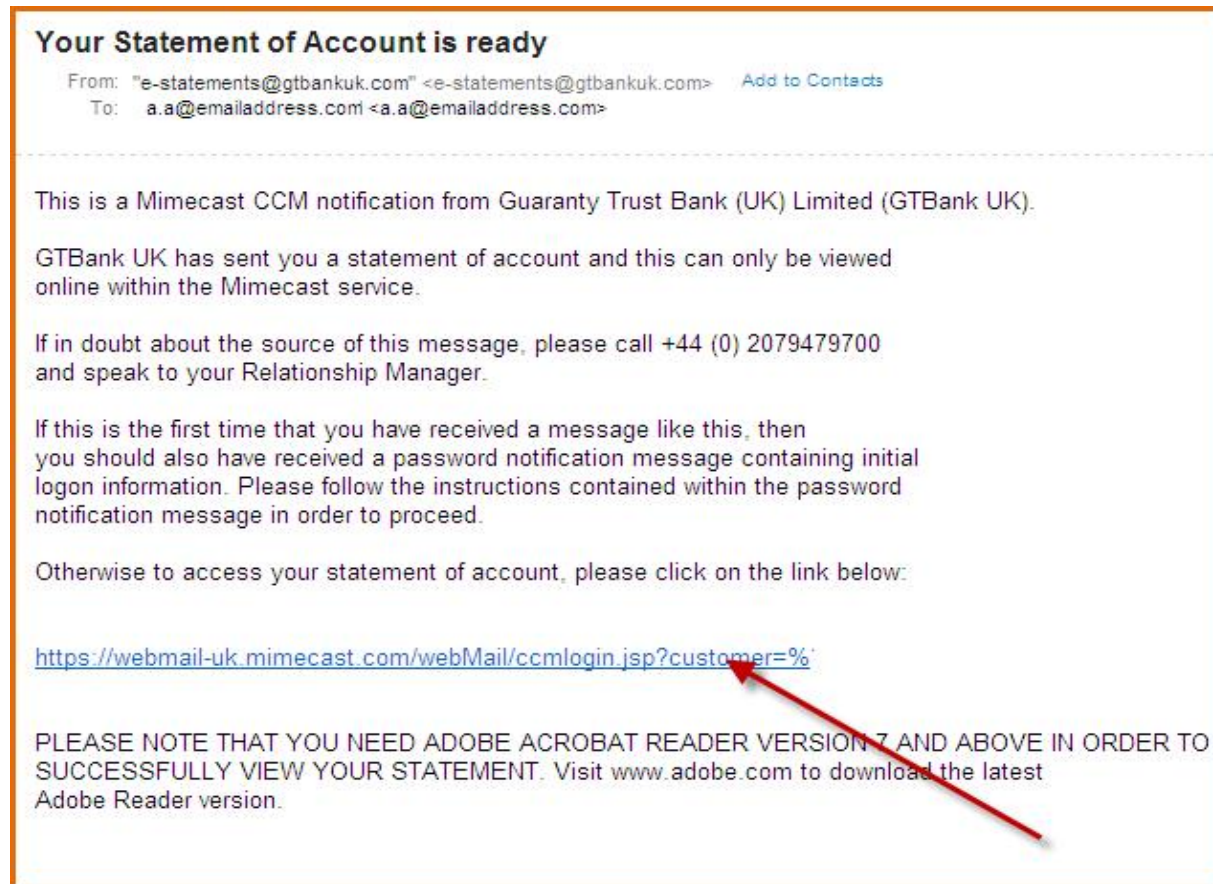
To log out from your Mimecast Inbox, click on 'Logout' as shown below

LOGIN WITH KNOWN PASSWORD

We will send you an email titled "Your Statement of Account is Ready" with the email address you have registered with the bank when your statment of account is ready. The email will be sent from e-statements @gtbankuk.com.
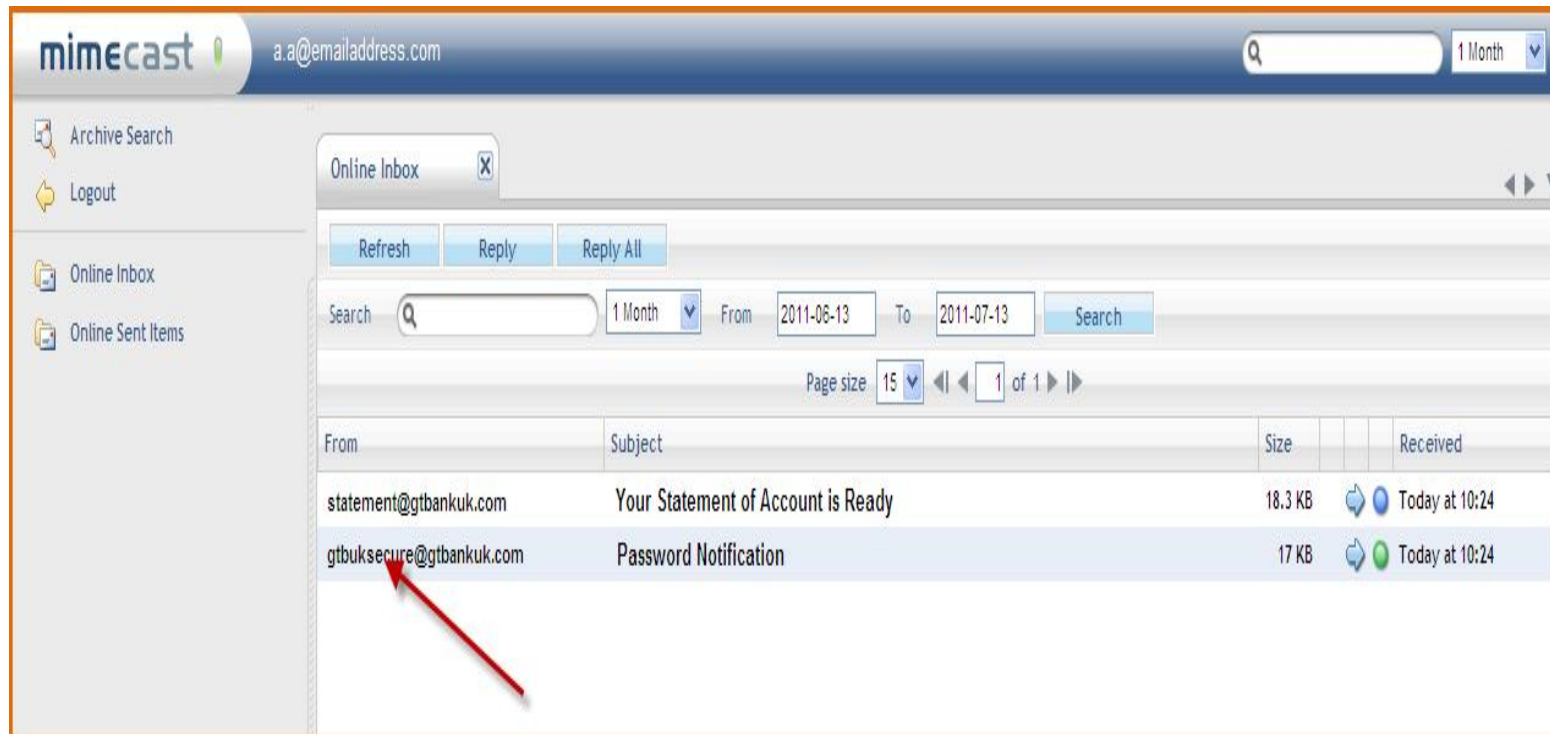
To view, click on the arrow as illustrated below

Your Statement of Account is ready

From: "e-statements@gtbankuk.com" <e-statements@gtbankuk.com>   Add to Contacts
To: a.a@emailaddress.com <a.a@emailaddress.com>

This is a Mimecast CCM notification from Guaranty Trust Bank (UK) Limited (GTBank UK).

GTBank UK has sent you a statement of account and this can only be viewed online within the Mimecast service.

If in doubt about the source of this message, please call +44 (0) 2079479700 and speak to your Relationship Manager.

If this is the first time that you have received a message like this, then you should also have received a password notification message containing initial logon information. Please follow the instructions contained within the password notification message in order to proceed.

Otherwise to access your statement of account, please click on the link below:

https://webmail-uk.mimecast.com/webMail/ccmlogin.jsp?customer=%

PLEASE NOTE THAT YOU NEED ADOBE ACROBAT READER VERSION 7 AND ABOVE IN ORDER TO SUCCESSFULLY VIEW YOUR STATEMENT. Visit www.adobe.com to download the latest Adobe Reader version.

mimecast
unified email management

Version : 2.5.3-28-20110704_1402

Homepage | FAQ | Contact Support | Terms & Conditions

Email Address

Password

I have forgotten my password

Login

Supply the password you created during your first login to your Mimecast account

Email Address   a.a@emailaddress.com

Old Password   * * * * * * * * *

New Password   * * * * * * * * * * *

Confirm Password   * * * * * * * * * * *

Reset

A screen similar to the one below will be displayed.

This is a view of your Mimecast account. By clicking on each of the emails, you will be able to access them.

Subsequent statements of accounts will be delivered into your Mimecast Inbox; and you will be notified in your primary email when this is done.

To log out from your Mimecast Inbox, click on 'Logout' as shown below
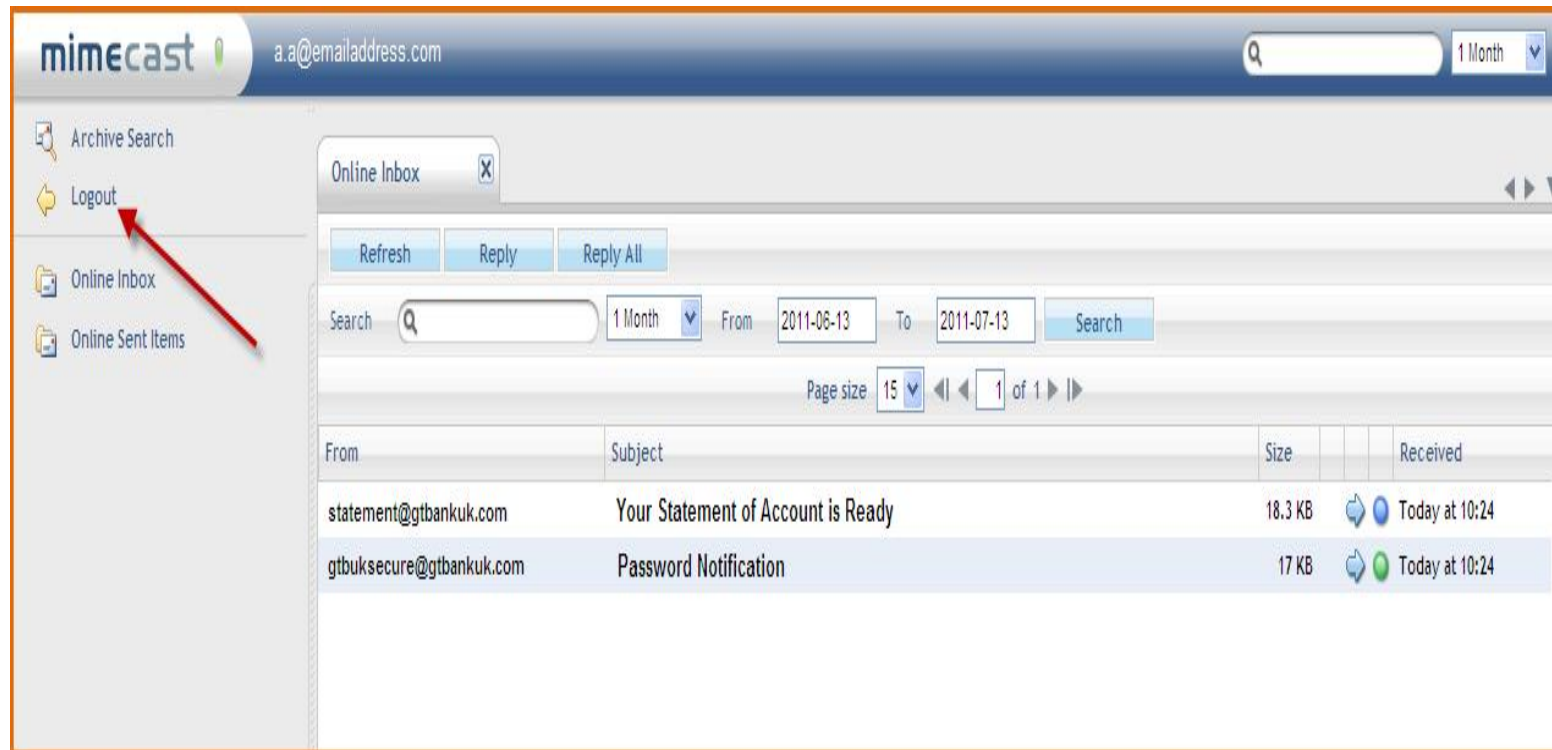
FORGOTTEN PASSWORD

You will receive a similar alert to the first email notifying you of e-statements readiness

Your Statement of Account is ready

From: "e-statements@gtbankuk.com" <e-statements@gtbankuk.com>   Add to Contacts
To: a.a@emailaddress.com <a.a@emailaddress.com>

This is a Mimecast CCM notification from Guaranty Trust Bank (UK) Limited (GTBank UK).

GTBank UK has sent you a statement of account and this can only be viewed online within the Mimecast service.

If in doubt about the source of this message, please call +44 (0) 2079479700 and speak to your Relationship Manager.

If this is the first time that you have received a message like this, then you should also have received a password notification message containing initial logon information. Please follow the instructions contained within the password notification message in order to proceed.

Otherwise to access your statement of account, please click on the link below:

https://webmail-uk.mimecast.com/webMail/ccmlogin.jsp?customer=%

PLEASE NOTE THAT YOU NEED ADOBE ACROBAT READER VERSION 7 AND ABOVE IN ORDER TO SUCCESSFULLY VIEW YOUR STATEMENT. Visit www.adobe.com to download the latest Adobe Reader version.
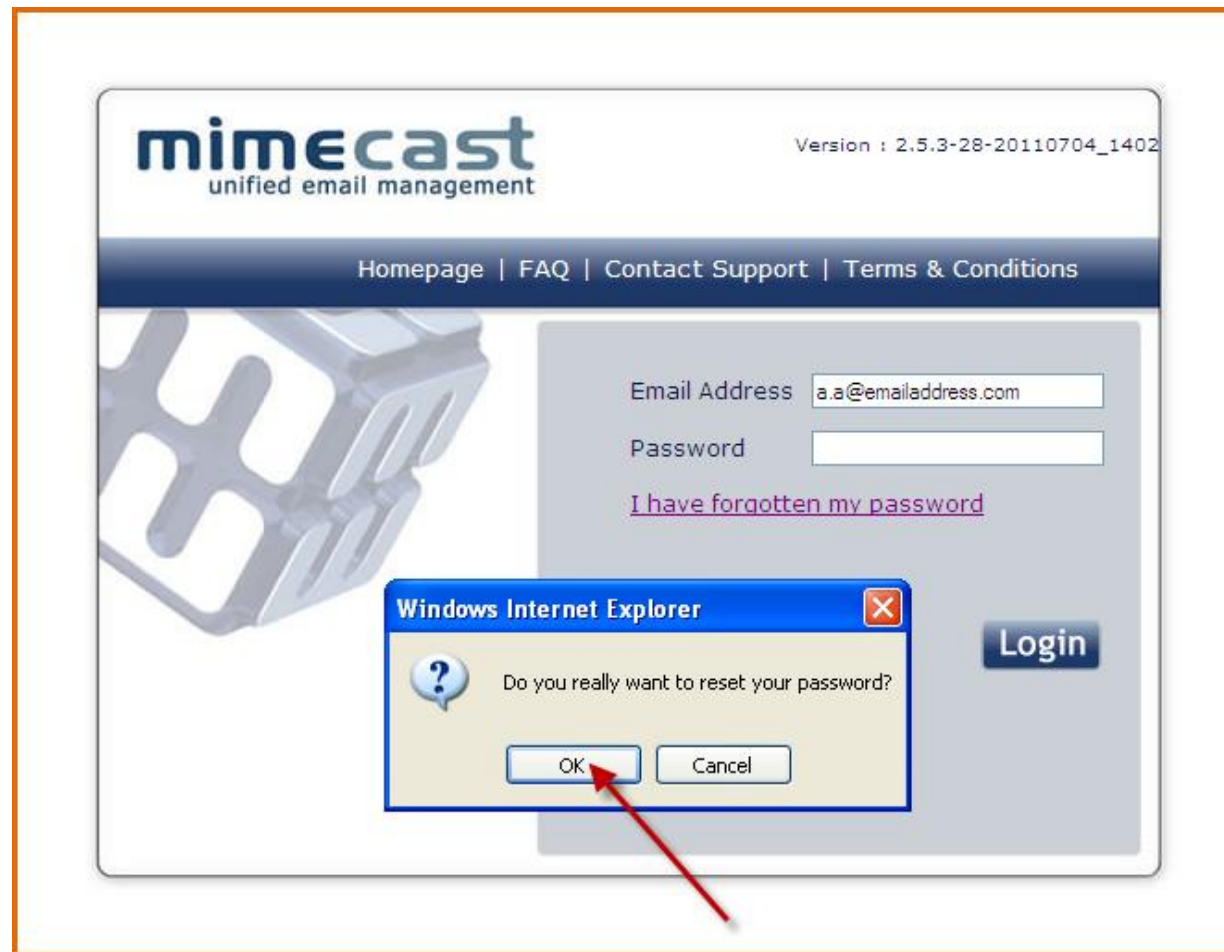
Enter your email address into the 'Email Address' field
Do not supply any details into the Password field
Click on the 'I have forgotten my password' link as illustrated below

You will be prompted to confirm if you want to reset your password.
Click OK as illustrated below.

You will be re-directed to the screen below.

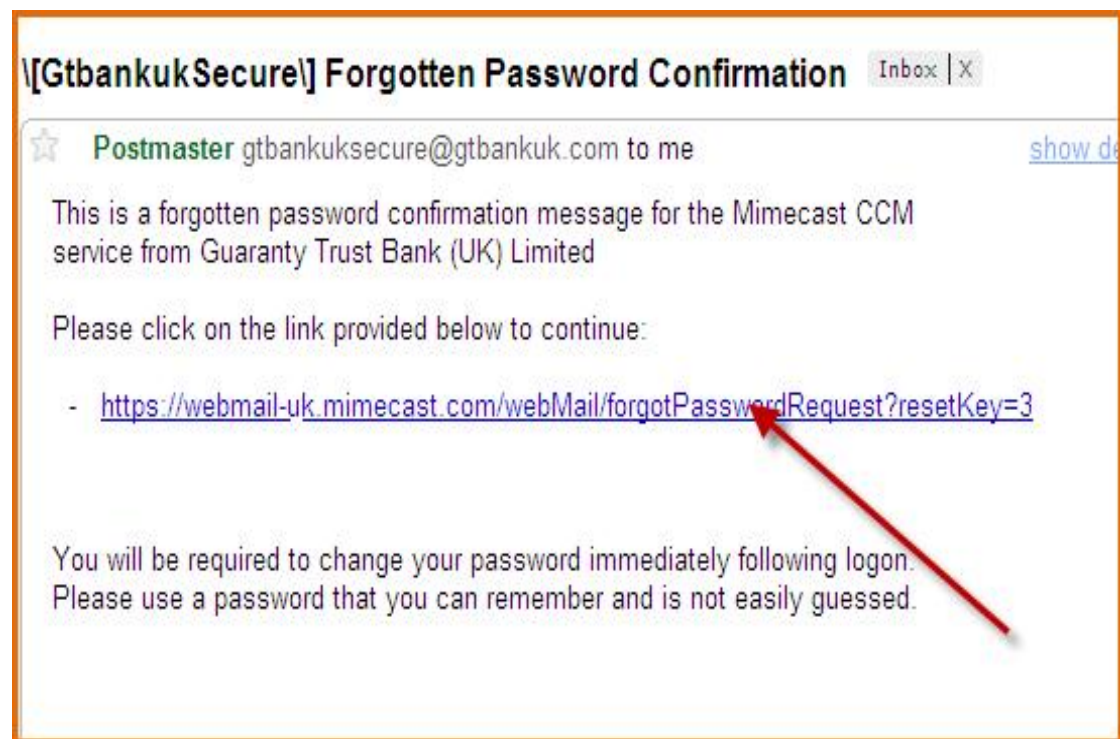CCM Login Password Reset Requested.

An email will be sent to your external account for confirmation.

To login to the CCM system click here

At this point, you will receive a confirmation email in your inbox (not the Mimecast Inbox but your primary email address).

This confirmation email will not contain your new temporary password. It is for confirming your password reset request.

Below is a screenshot of the Password Confirmation email.

\[GtbankukSecure\] Forgotten Password Confirmation   Inbox | X

Postmaster gtbankuksecure@gtbankuk.com to me   show de

This is a forgotten password confirmation message for the Mimecast CCM
service from Guaranty Trust Bank (UK) Limited

Please click on the link provided below to continue:

-   https://webmail-uk.mimecast.com/webMail/forgotPasswordRequest?resetKey=3

You will be required to change your password immediately following logon.
Please use a password that you can remember and is not easily guessed.

Click on the link in the email to RESET your password as illustrated above.

This action will reset your password and send another email to you which
will contain a temporary password.

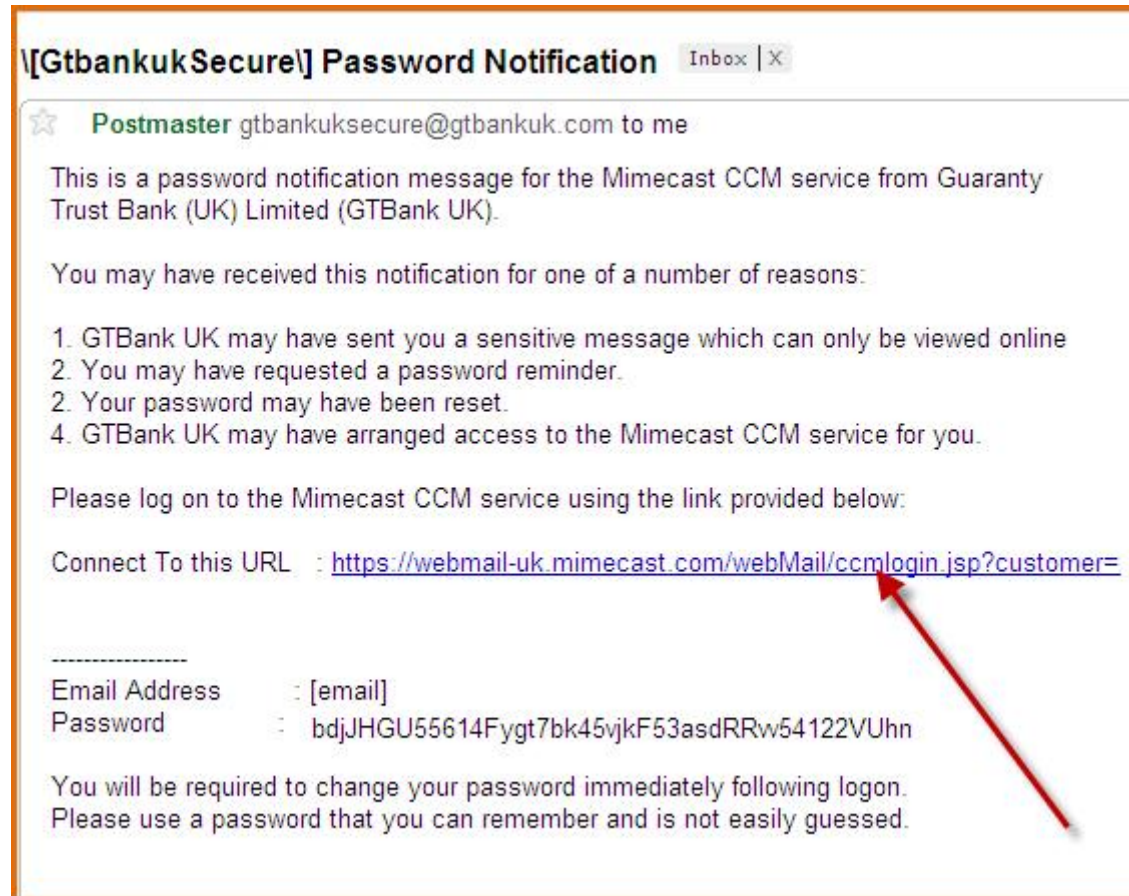The screen below is a confirmation that your password has been reset.

CCM Login Password Reset Confirmed.

An email will be sent to your external account with the temporary login credentials.

To login to the CCM system click here

A second email, Password Notification email, will be sent to you and will contain a temporary password (as shown below). This is a one time password to be used to login to your Mimecast Inbox.

\[GtbankukSecure\] Password Notification Inbox | X

☆ Postmaster gtbankuksecure@gtbankuk.com to me

This is a password notification message for the Mimecast CCM service from Guaranty Trust Bank (UK) Limited (GTBank UK).

You may have received this notification for one of a number of reasons:

1. GTBank UK may have sent you a sensitive message which can only be viewed online
2. You may have requested a password reminder.
2. Your password may have been reset.
4. GTBank UK may have arranged access to the Mimecast CCM service for you.

Please log on to the Mimecast CCM service using the link provided below:

Connect To this URL : https://webmail-uk.mimecast.com/webMail/ccmlogin.jsp?customer=

Email Address : [email]
Password : bdjJHGU55614Fygt7bk45vjkF53asdRRw54122VUhn

You will be required to change your password immediately following logon. Please use a password that you can remember and is not easily guessed.
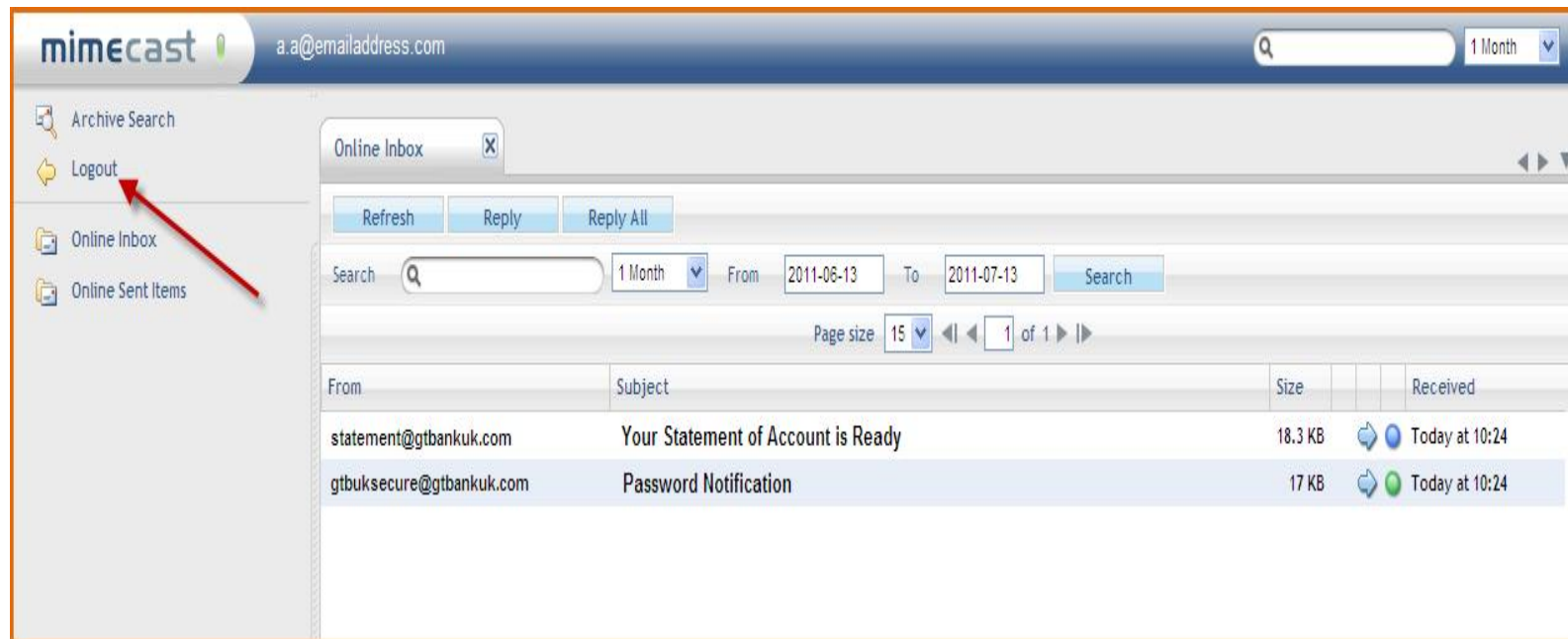
Click on the link as illustrated above to login to Mimecast Inbox.

You will be redirected to the screen below.

Using the password given in the Password Notification email, login to your Mimecast Inbox

You will be required to change the one time password immediately.

Choose a memorable and secure password
Supply the data required into the fields as shown above
Click on 'Reset'

A screen similar to the one below will be displayed.

You have successfully logged in to your Mimecast Inbox.
By clicking the emails, you will be able to view them in a secure manner.

To log out from your Mimecast Inbox, click on 'Logout' as shown below