

Instructions: Activation of single sign-on authentication between DZ Banking and Multiport

Your link to our Electronic-Banking-Portal Multiport

If you already have access to Multiport, you can conveniently access Multiport from DZ Banking at the touch of a button without having to log in again. This is made possible to what is known as single sign-on (SSO) authentication, a process that allows you to securely log in to both DZ Banking and Multiport; you will however only need to enter your credentials once to log in to DZ Banking without having to log in to Multiport separately.

What are the requirements?

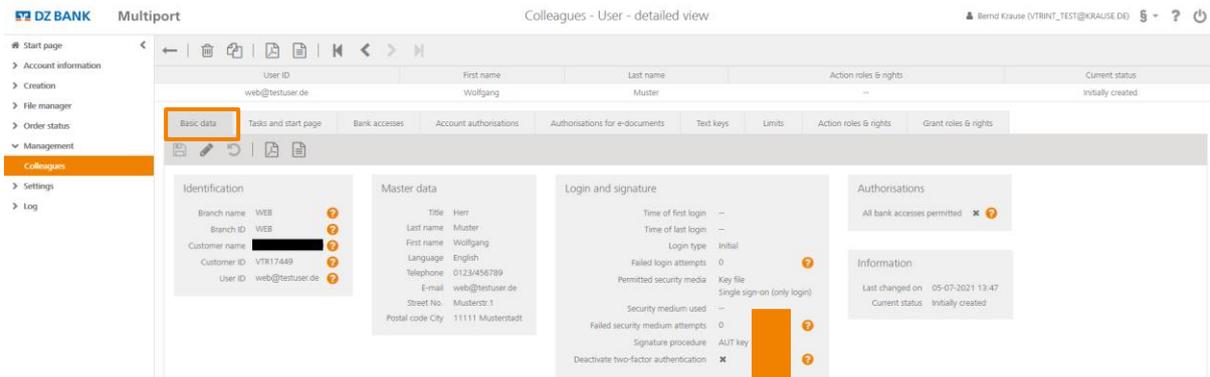
- You must have access to DZ Banking (VR-NetKey, TAN process, PIN).
- For DZ Banking, you must be authorised by the DZ BANK administrator for the 'Payment transactions' function. If you have not yet been authorised for the 'Payment transactions' function, please contact our Support Team and request authorisation:
 - Email: support.dzbanking@fiduciagad.de
 - Phone: +49 (0)251 7133 5850
- You must have access to Multiport. The prerequisite is that your company has signed a license agreement for the use of Multiport and that the company's internal administrator (WEB_ADMIN or 'Firmen Admin') has authorised you to use Multiport. If WEB_ADMIN is not yet available, please contact your payment transaction advisor at DZ BANK.
- Make sure that your Multiport administrator (WEB_ADMIN or 'Firmen Admin') has activated the 'Single sign-on (SSO)' feature for you. This requires that the Multiport administrator has assigned both, the selected security medium¹ for working with Multiport as well as the single sign-on process to you.
- Generally, the Multiport administrator will have already prepared everything for you, i.e. they will have assigned the start page task 'Enable access via DZ Banking' to you. All you will then have to do is to set up SSO is select the 'Link' button on your start page and enter your VR-NetKey and PIN on the page that appears.

What specific settings does the administrator need to make in Multiport to enable SSO for a user ('colleague')?

The settings can be made by WEB_ADMIN or an employee who has been assigned the role of 'Firmen Admin'.

1. Select colleagues (Administration > Colleagues)
2. Edit colleagues > 'Basic data' tab
3. Under 'Permitted security media', also select 'Single sign-on (only login)'

¹ As a security medium for working with Multiport, you have the choice of using the MultiportGo app, a smart card or a key file.



DZ BANK Multiport Colleagues - User - detailed view

User ID: web@testuser.de | First name: Wolfgang | Last name: Muster | Action roles & rights: -- | Current status: Initially created

Basic data | Tasks and start page | Bank accesses | Account authorisations | Authorisations for e-documents | Text keys | Limits | Action roles & rights | Grant roles & rights

Identification

- Branch name: WEB
- Branch ID: WEB
- Customer name: [REDACTED]
- Customer ID: VTR17449
- User ID: web@testuser.de

Master data

- Title: Herr
- Last name: Muster
- First name: Wolfgang
- Language: English
- Telephone: 0123456789
- E-mail: web@testuser.de
- Street No.: Musterstr. 1
- Postal code City: 11111 Musterstadt

Login and signature

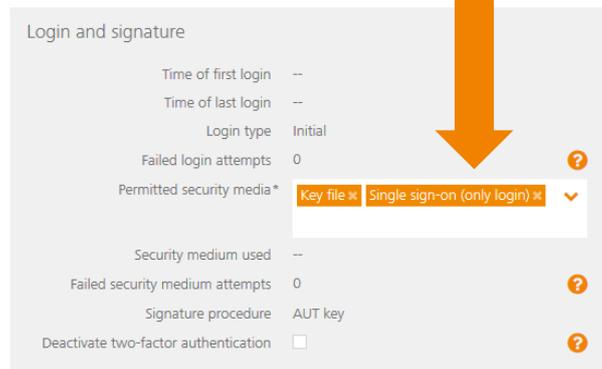
- Time of first login: --
- Time of last login: --
- Login type: Initial
- Failed login attempts: 0
- Permitted security media: Key file, Single sign-on (only login)
- Security medium used: --
- Failed security medium attempts: 0
- Signature procedure: AUT key
- Deactivate two-factor authentication:

Authorisations

- All bank accesses permitted:

Information

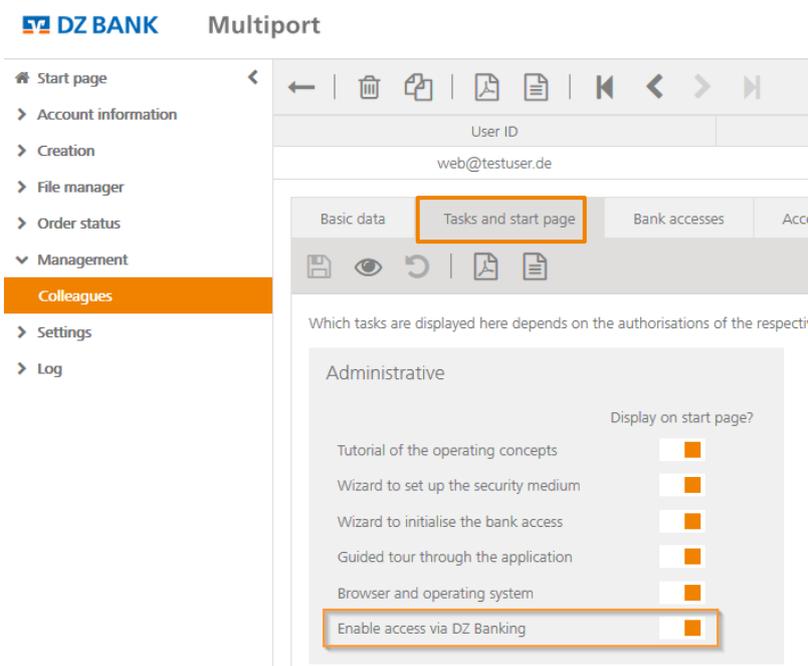
- Last changed on: 05-07-2021 13:47
- Current status: Initially created



Login and signature

- Time of first login: --
- Time of last login: --
- Login type: Initial
- Failed login attempts: 0
- Permitted security media*: Key file, Single sign-on (only login)
- Security medium used: --
- Failed security medium attempts: 0
- Signature procedure: AUT key
- Deactivate two-factor authentication:

4. Call up the 'Tasks and start page' tab and select the 'Enable access via DZ Banking' start page task



DZ BANK Multiport

Start page | Account information | Creation | File manager | Order status | Management | **Colleagues** | Settings | Log

User ID: web@testuser.de

Basic data | **Tasks and start page** | Bank accesses | Account authorisations

Which tasks are displayed here depends on the authorisations of the respective user.

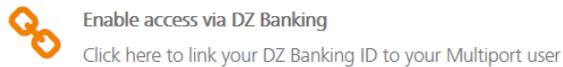
Administrative

Display on start page?

- Tutorial of the operating concepts:
- Wizard to set up the security medium:
- Wizard to initialise the bank access:
- Guided tour through the application:
- Browser and operating system:
- Enable access via DZ Banking:**

How to activate single sign-on (SSO) from DZ Banking to Multiport

1. Log in to Multiport and check your start page task(s)



2. Select the start page task 'Enable access via DZ Banking'. After selecting the start page task, you will be redirected to a new page
3. Please enter your VR-NetKey and your PIN for DZ Banking here.



Log in

This is english content for DZ Banking portal users.

VR-NetKey or alias 123456
PIN ●●●●●●

This is english content for DZ Banking portal users.



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4. By entering your DZ Banking credentials, the SSO feature between DZ Banking and Multiport will be activated. After successfully linking DZ Banking and Multiport, you will automatically return to the Multiport start page. The start page task in Multiport has now disappeared. From now on, you can access Multiport directly from DZ Banking at the touch of a button to manage your payment transactions there. Alternatively, you can still log in directly to Multiport using your Multiport credentials.
5. To test that the SSO link has been successful, please log in to DZ Banking with your VR-NetKey and PIN.
6. After logging in to DZ Banking, please switch to the 'Payment transactions' tab. By clicking the relevant button ('DZ BANK AG Multiport' button), you can now work with Multiport – without having to enter your user name and without requiring your security medium for Multiport.

Good morning Cathryn Kuhn,

to manage your payment transactions, click on the following button to directly switch from DZ Banking to the electronic banking application of DZ BANK, Multiport.

[> DZ BANK Multiport](#)



How to reset a user's SSO link

- In Multiport, the WEB_ADMIN or 'Firmen Admin' are authorised to reset the SSO link.
- Via Administration > Colleagues, the SSO link can be reset in the 'Basic data' tab by clicking the button 'Reset external reference' (at the bottom of the screen). After that, the user can no longer switch from DZ Banking to Multiport via SSO.
- The 'Reset external reference' button will also allow you to see whether a user is already linked to DZ Banking or not. The button won't be displayed for users that aren't linked.

Can a WEB_ADMIN also be set up with SSO access?

We recommend that you do not set up SSO access for the WEB_ADMIN. However, it is possible that the Multiport WEB_ADMIN can also use SSO access via DZ Banking. This is subject to the condition that at least one other user with the role of 'Firmen Admin' has been set up in Multiport, so that it is possible to reset the SSO link in the event of any problems ('Reset external reference').

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Registered office:

Registered as a public limited company in
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