

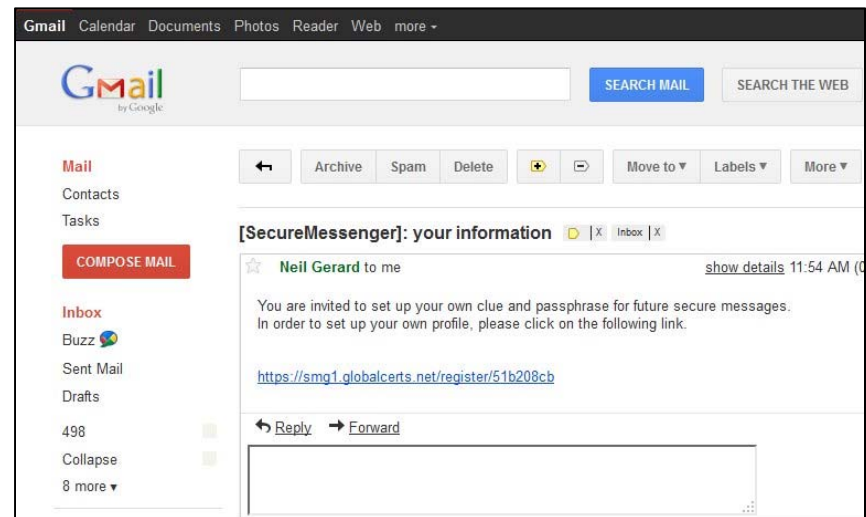


Brethren Benefit Trust Inc. SecureMail Gateway Solution

End User Training

Recipients are invited to create their own user

- You, as the recipient, will receive an email notification that a secure email has been sent to you.
- Follow the secured link to the Recipient User Creation Screen.





Recipient User Creation Screen

- Create your own user by entering a clue and passphrase.

A screenshot of the user creation interface. At the top is the Church of the Brethren Benefit Trust logo. Below it is a green bar with the text "Welcome to SecureMessenger™". The email address "nsgerard@gmail.com" is displayed. An "IMPORTANT" section lists requirements for the passphrase: it must be 6-16 characters long and not contain the clue, email address, or sender's email address. The user is prompted to provide information to set up a secure mail account. Step 1 is to enter a clue, with a text box containing "My Gmail password". Step 2 is to enter a secret passphrase, with a masked input field. Step 3 is to re-enter the passphrase, with another masked input field. A "Send Registration" button is at the bottom, and a note says "Hit the 'Send Registration' button when you are finished." The interface has a green header and footer bar.

CHURCH OF THE BRETHREN
BENEFIT TRUST
INC.

Welcome to SecureMessenger™

nsgerard@gmail.com

IMPORTANT: Passphrases must meet the following requirements:

- Your passphrase must be 6-16 characters long - no more, no less.
- The passphrase must not be any form of the clue, your email address, or sender's email address.

In order to set up a secure mail account, please provide the following information:

1. Enter a clue that will help remind you of the passphrase that you will enter in step 2.
2. Enter the secret passphrase that will allow you to unlock your message.
3. Re-enter the passphrase:

Hit the 'Send Registration' button when you are finished.

[Send Registration](#)



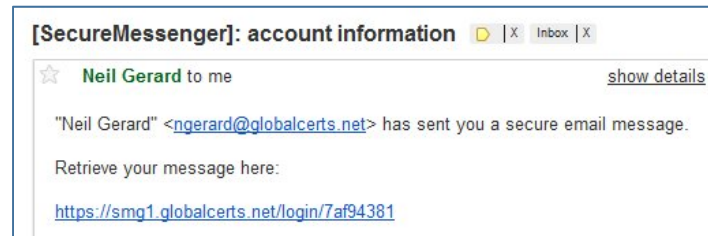
Recipient Registration Confirmation

- A screen will appear notifying you that the registration process is complete.

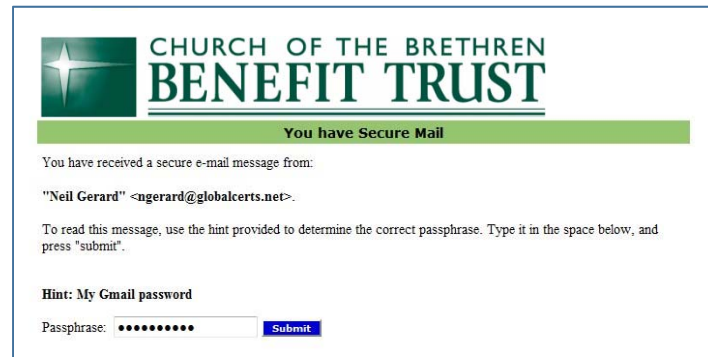


Retrieve Secure Message

1. You will receive an email with a secured link to the SecureMessenger page to retrieve your secure message.
2. When you follow the secured link, your browser will open, and you will be prompted to enter your passphrase to unlock the encrypted message.
3. When the correct passphrase is entered, the secure email is decrypted and your Secure Inbox is opened.



1



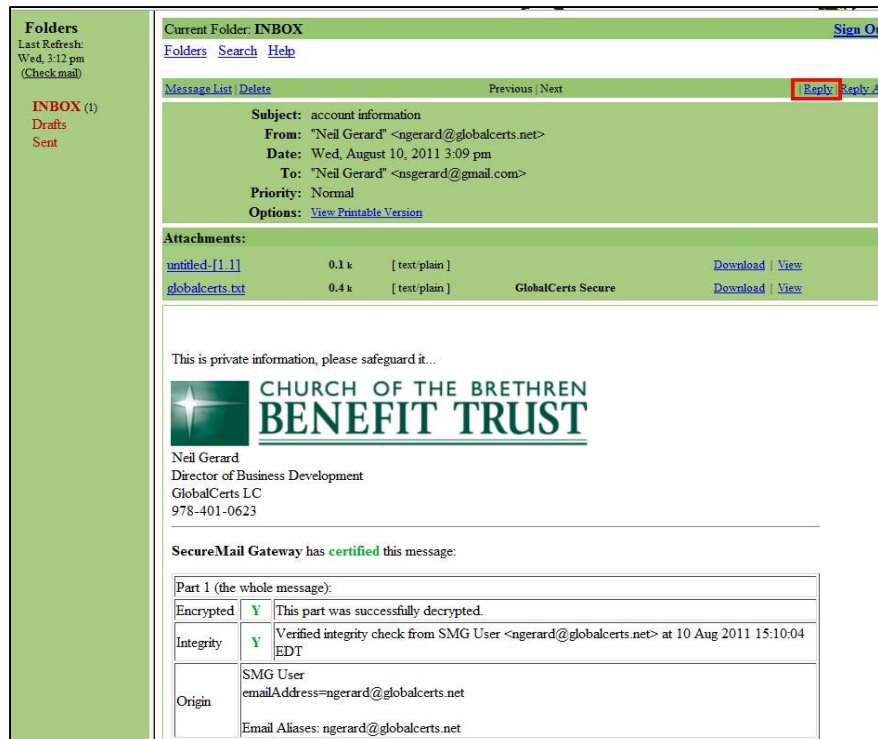
2



3

Secure Reply

- You can reply to the sender.
- Click the Reply button, and the response message, including any optional attachments, will be sent securely.



The screenshot shows an email client interface with a green sidebar on the left and a main content area on the right. The sidebar lists folders: INBOX (1), Drafts, and Sent. The main area shows the current folder as INBOX and a message with the following details:


Current Folder: INBOX [Sign Out](#)
[Folders](#) [Search](#) [Help](#)

Message List | Delete Previous / Next [Reply](#) [Reply All](#)

Subject: account information
 From: "Neil Gerard" <ngerard@globalcerts.net>
 Date: Wed, August 10, 2011 3:09 pm
 To: "Neil Gerard" <ngerard@gmail.com>
 Priority: Normal
 Options: [View Printable Version](#)

Attachments:
[untitled-\[1..1\]](#) 0.1 k [text/plain] [Download](#) | [View](#)
[globalcerts.txt](#) 0.4 k [text/plain] GlobalCerts Secure [Download](#) | [View](#)

This is private information, please safeguard it...

 CHURCH OF THE BRETHREN
BENEFIT TRUST

Neil Gerard
 Director of Business Development
 GlobalCerts LC
 978-401-0623

Secure.Mail Gateway has **certified** this message:

Part 1 (the whole message):	
Encrypted	Y This part was successfully decrypted.
Integrity	Y Verified integrity check from SMG User <ngerard@globalcerts.net> at 10 Aug 2011 15:10:04 EDT
Origin	SMG User emailAddress=ngerard@globalcerts.net Email Aliases: ngerard@globalcerts.net