

How to setup your Secure e-mail account

There are two ways to setup your secure e-mail account. Both of these methods involve using the third party vendor, Cisco. The secure e-mails we send are called "secure or encrypted envelopes". Registering with our secure e-mail system allows you to "unseal" the envelope.

You only need to perform the registration steps one time no matter which registration method you choose. The registration process takes less than a minute to perform.

Method 1

You receive a secured e-mail from 1st Farm Credit Services and follow registration steps outlined in the e-mail.

Or

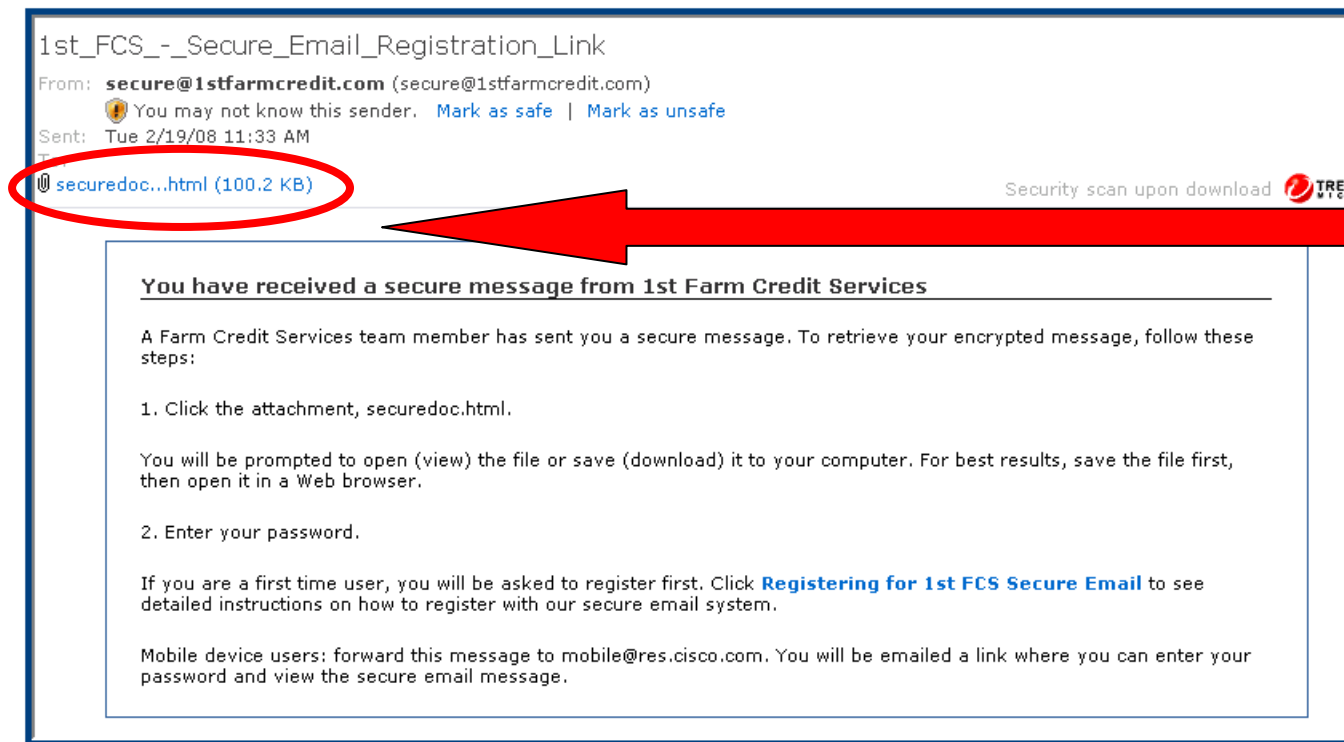
Method 2

You go to <http://secure.1stfarmcredit.com> to start the registration process for new users.

***If you experience difficulties registering or using secure email,
please contact your 1st FCS branch office.***

Setting Up Your Account: Method 1 – Registering from Received Secure e-mail -

The first secure email you receive, and all subsequent secure emails, will come with an attachment called “**securedoc.html**”. Our secure e-mail system uses Cisco’s registered envelope service.



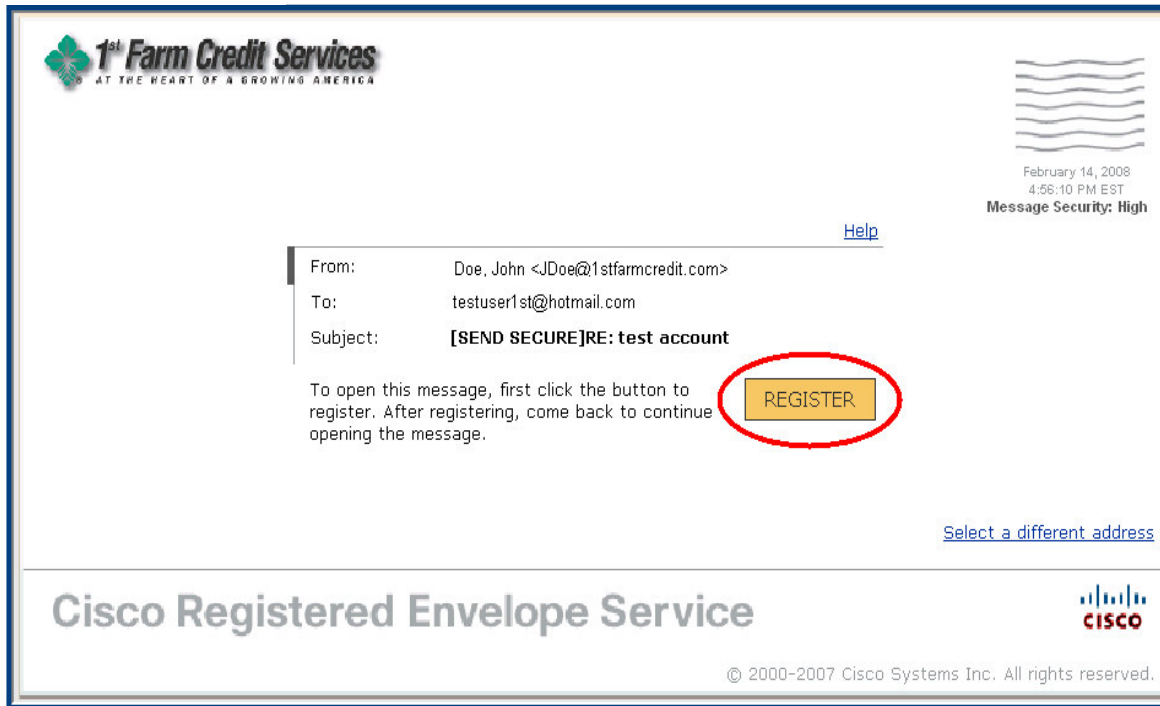
The received message will appear like figure 1.

Click on the attachment, “securedoc.html” within the secure e-mail to begin the enrollment process. (see figure 2)

Figure 1

Registration (via Cisco)

Figure 2



Step 1a.

A view of a "sealed" envelope appears after launching the attachment, "securedoc.html".

Step 2a.

Click on the yellow register box.



Figure 3

CISCO

NEW USER REGISTRATION

* = required field.

Email Address: testuser1st@hotmail.com

First Name* []

Last Name* []

Password* [Must be at least 6 characters
and
is case sensitive]

Confirm Password* [is case sensitive]

Personal Security Phrase []

Remember me on this computer.

Register

Enter a minimum of 6 characters or numbers. Passwords are case-sensitive. Passwords must contain both letters and numbers.

Enter a short phrase that only you will know. This phrase will appear on message envelopes when you log in. When you see your phrase, you know you are logging in to our secure site.

Cisco Registered Envelope Service

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Step. 3a
Fill out the information.

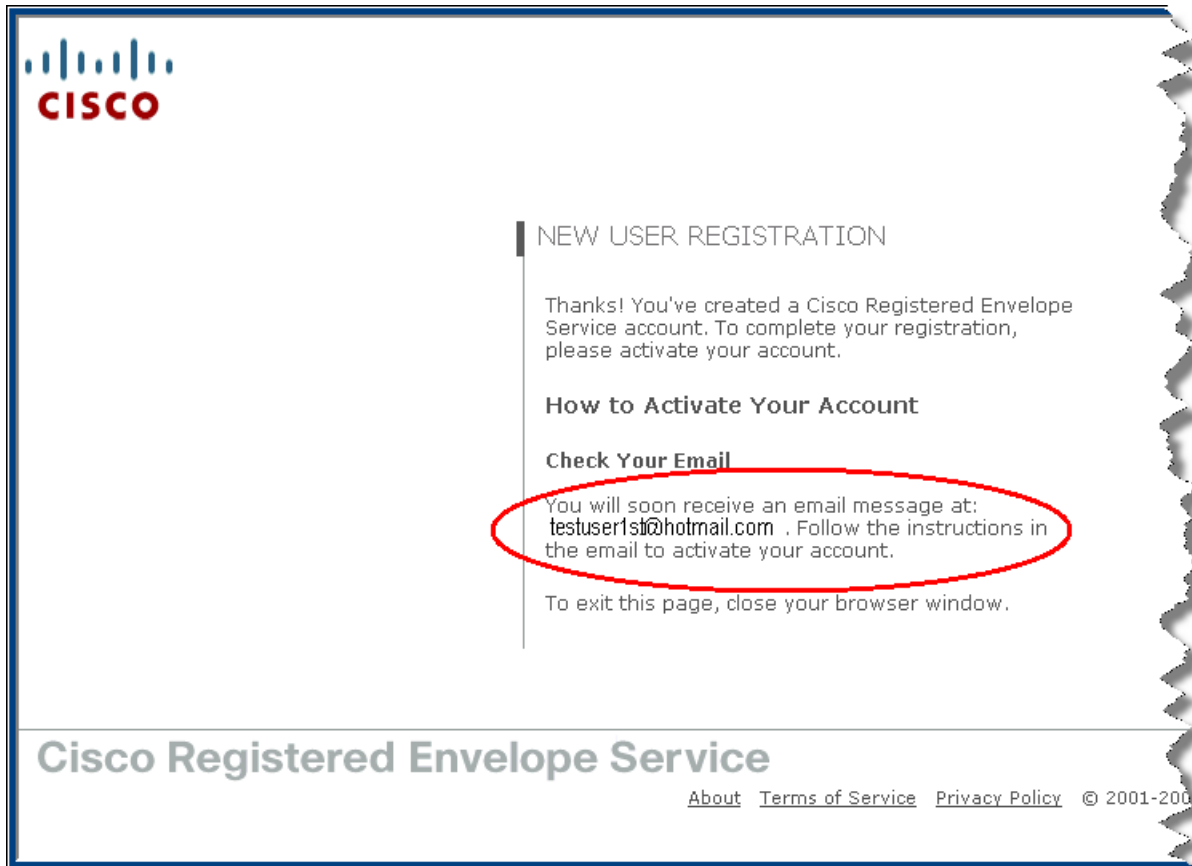
Step. 4a
Once all your information is entered click the register button.

Register

NOTE:

- An asterisk * indicates required information.
- Passwords require a minimum of 6 characters and are case-sensitive.

Figure 4



You're almost done.

You should now be viewing the **"NEW USER REGISTRATION"** screen (figure 4) after completing step 4.

Step 5a.

Check your e-mail account.

In your inbox there will be an e-mail message from sender, **CRES Do NOT REPLY** (donotreply@res.cisco.com).

The contents of the email will give you instructions to activate your account.

Registration – Activating Your Account *(continued)*

Step 6a.

Click on the link, "*Click here to activate this account*".

Please activate with CRES

From: **CRES Do Not Reply** (donotreply@res.cisco.com)
⚠ You may not know this sender. [Mark as safe](#) | [Mark as unsafe](#)
Sent: Thu 2/21/08 10:33 AM
To: testuser1st@hotmail.com

Activation

Dear test user,

Thank you for registering with the Cisco Registered Envelope Service. To complete your registration, you must confirm your intent to register and your acceptance of the [Terms of Service](#) by activating your account.

[Click here to activate this account.](#)

You can also activate this account by going to <<https://res.cisco.com/websafe/activate>> and entering this registration number: 8625eba4943fd73c7f0000018c3cb2b9

To stop the registration process you can cancel this account.

[Click here to cancel this account.](#)

You can also cancel this account by going to <<https://res.cisco.com/websafe/cancelActivation>> and entering this cancellation number: 8625eba4943fd73c7f0000018c3cb2b9

IMPORTANT
To help keep your personal information safe, Cisco recommends that you never give your CRES password to anyone, including Cisco employees.

Welcome to CRES!

To know more about the Cisco Registered Envelope Service, see <https://res.cisco.com/websafe/about>
Terms of Service: <https://res.cisco.com/websafe/termsOfService>
Privacy Policy: <http://www.ironport.com/privacy/>



EMAIL ADDRESS CONFIRMED

You have activated the account for testuser1st@hotmail.com. Registration for this email address is now complete. To exit this page, close your browser window. After exiting this page, return to your Registered Envelope and enter your password to open it.

Cisco Registered Envelope Service

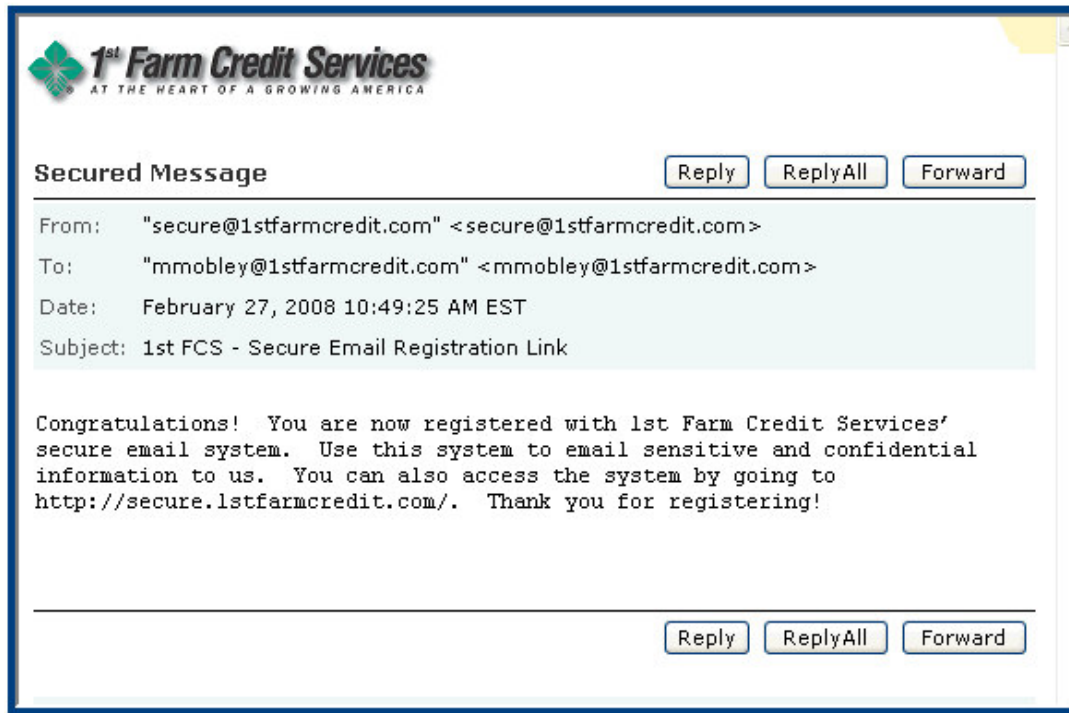
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You have now activated your account and registration is complete.

Exit this page by closing your browser window.

Now you are ready to view the received secure e-mail.

Registration Confirmed



Congratulations
You are now registered with 1st
Farm Credit Services' secure
email system.

Go back to the original email sent to you by 1st FCS and click on the attachment "securedoc.html". Enter your password and you will see the message in figure 7.

Setting Up Your Account:

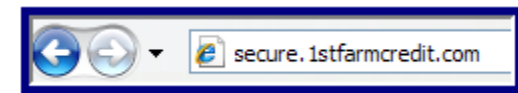
Method 2 – Registering Directly from Secured e-mail website

Figure 7



Step 1b

Type secure.1stfarmcredit.com as the web address in the internet browser. This will launch the view in figure 7.



Step 2b

Click on the link, "Click here"

Method 2 : Registering Directly from Secured e-mail website (continued)

1st Farm Credit Services

Secure Message Center

Please enter your e-mail address:

After entering your email address, you will receive a registration confirmation email from secure@1stfarmcredit.com. In this email, you need to click the attachment "securedoc.html" to complete registration. Do not reply to the registration confirmation email.

secure@1stfarmcredit.com  1st_FCS_-_Secure_Email_Registration_Link

Step 3b

Enter your e-mail address.
Click "Submit" button.

You will get the message that "a registration confirmation has been sent. Please check your email and complete registration".

Step 4b

Open the registration confirmation e-mail.

NOTE: At this point, you will follow the steps in [Setting Up Your Account Method 1 – Registering from Received Secure e-mail](#) (page 2 of this document)