

# Manual Document – MyTrustID Desktop

| Project Name:    | MyTrustID API             |          |                         |
|------------------|---------------------------|----------|-------------------------|
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*Note: This document is only valid on final version.* 

# **Revision History**

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### Approvals

This document does not require any approvals.

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### 1. Introduction

### 1.1. Purpose

This document describes the detail user guide for users on using MyTrustID Desktop for User Authentication

## 1.2. Scope

This document describes the following scope and functions:

- i. Installations
- ii. Using The Application

### 2. Installations

This section describes installations procedures of MyTrustID Desktop Software:

### 2.1. Installation Steps

- 1) Run the software installer : MyTrustID.msi
- 2) Click *Next* on the following

| 😸 MyTrustID   |   |   | -                                      |                               | Х       |
|---|---|---|--|-------------------------------|---------|
| Welcome to the MyTrustID  | Setup W   | ïzard   |  | (                             |         |
| The installer will guide you through the steps  | required to insta                                     | ll MyTrustID on   | your co                                | mputer.                       |         |
| WARNING: This computer program is protect<br>Unauthorized duplication or distribution of this<br>or criminal penalties, and will be prosecuted to | ed by copyright<br>program, or any<br>o the maximum o | law and intern<br>y portion of it, m<br>extent possible | ational tre<br>iay result<br>under the | eaties.<br>in seven<br>e law. | e civil |
|   | Cancel  | < <u>B</u> ack  |  | <u>N</u> ext                  | >       |

#### Figure 1: Installation





### 3) Select Installation folder

| 😹 MyTrustID  | _       |                 | ×   |
|--|---------|-----------------|-----|
| Select Installation Folder   |         |                 |     |
| The installer will install MyTrustID to the following folder.                            |         |                 |     |
| To install in this folder, click "Next". To install to a different folder, enter it belo | w or cl | ick "Brows      | e". |
| Eolder:  |         |                 |     |
| C\Program Files (x86)\Trustgate\MyTrustlD\   |         | B <u>r</u> owse |     |
|  |         | Disk Cost       |     |
|  |         |                 |     |
|  |         |                 |     |
|  |         |                 |     |
|  |         |                 |     |
| < Back Next >  |         | Can             | cel |

Figure 2: Select Folder

4) Click *Next* to Confirm an installation



#### Figure 3: Confirm





5) Wait until the installation process being completed



Figure 4: Installation process

6) MyTrustID has been successfully installed



Figure 5: Installation complete





# 2.2. Running the Application

1) Run shortcut icon at the desktop



Figure 6: MyTrustID icon at desktop

- 2) MytrustID icon will automatically added into the system tray
- 3) By right click at the icon, it will show the menu item such show window, hide window and exit
- 4) Select Exit to close the application



Figure 7: MyTrustID Icon at taskbar





## 2.3. Post-Installation : Setting My Certificate

1) Select USB Token as certificate type and click Continue button



Figure 8: Select USB Token

- 2) Application will automatically detect an inserted token
- 3) Enter PIN number and click *Login* button

| WyTrustID      |                    | × |
|----------------|--------------------|---|
| My Trust ID    | Quick Setup        |   |
| My Certificate | Login              |   |
| ద్భ Sign PDF   | Token 🕲 ST3        |   |
|                | PIN : Login Cancel |   |
|                |                    |   |
|                |                    |   |

Figure 9: Enter Token PIN number

4) When read token is success, it will navigate to certificate detail page that shows important information of user.





5) Once user have setup the default certificate, anytime the *MyCertificate* button is clicked it will redirect to certificate detail page.

| WyTrustID      |  |          | × |
|----------------|--|----------|---|
| My Trust / D   | Certificate Deta   | il       |   |
| My Certificate | My Trust/D<br>MSC Trustgate.com Sdn Bhd  | +,       |   |
| About          | FULL NAME/USERNAME :<br>TEST 1   |          |   |
|                | ID NO:<br>12345678910<br>COUNTRY : ORGANIZATION :<br>MALAYSIA MSC Trustgate.com Sdn.<br>Bhd.<br>ISSUER :<br>MSC Trustgate.com C1 Consumer Indiv<br>Subscriber TEST CA-G3 | ridual   |   |
|                | STATUS : VALID EXPIRES : 30/5/2020 7:  | 59:59 AM |   |
|                | Storage : ST3 Change   | Detail   |   |
|                |  |          |   |

Figure 10: Certificate detail page

- 6) By clicking the *Detail* button, it will shows more detail of user information
- 7) By clicking the *Change* button, it allowed user to change the default certificate/Storage type by do quick setup again.

| WyTrustID          | 🙀 Certificate >  | < ×   |
|--------------------|--|---|
| My <b>T</b> rust// | General Details Certification Path   | etail   |
| My Certificate     | Windows does not have enough information to verify this certificate.   | D<br>hd <del>4y</del>                           |
| i About            | Issued to: TEST 1<br>Issued by: MSC Trustgate.com C1 Consumer Individual<br>Subscriber TEST CA-G3<br>Valid from 30/5/2019 to 30/5/2020<br>Install Certificate Issuer Statement | n.<br>Individual<br>10 7:59:59 AM<br>1ge Detail |







# 3. Using the Application

# 3.1. Signing PDF using Token with MyTrustID Desktop API

### **3.1.1.** UserID not same as configured certificate

- 1) MyTrustID Desktop app will show up with Select Storage message box if request userID is not same as configured certificate
- 2) Insert the USB Token into a USB port on your computer
- 3) Select Token and Click **Ok**

| WyTrustID                  | ×  |
|----------------------------|--|
| My <b>T</b> rust <b>ID</b> | PDF Signing  |
| My Certificate             | My <b>T</b> rust <b>ID</b>   |
| About                      | elect Storage — — X dn Bhd   |
| Ту                         | pe : Please Select Storage V   |
|                            | Please Select Storage  |
|                            | Token  |
|                            | SoftCert   |
| Not<br>conj                | es : Your requested userID or EfsID is not same as<br>igured certificate |
|                            | 2021 7:59:59 AM  |
|                            | Storage : SoftCert   |
|                            | Back   |
|                            |  |
|                            |  |
|                            |  |
|                            |  |
|                            |  |

Figure 12: Select Storage Type





4) Application will automatically detect inserted token, enter token PIN and tick remember me with selected timeout for subsequent signing

| WyTrustID      | -                              |
|----------------|--------------------------------|
| My Trust ID    | PDF Signing                    |
| My Certificate | My Trust <i>ID</i>             |
| E About        | Token – X<br>Type: ST3<br>PIN: |

Figure 13: Select Token Type and insert PIN

| WyTrustID      | - D X  |
|----------------|--|
| My Trust ID    | PDF Signing  |
| My Certificate |  |
| E About        | Type : ST3<br>PIN : •••••••<br>Remember Me Time Out : 1 hour v<br>Ok Cancel<br>7:59:59 AM<br>Storage : ST3<br>Back |

Figure 14: Click remember me and select time out





- 5) The Application will read token and show another pop up for signing
- 6) Click *Sign* button to proceed with signing

| WyTrustID                  | - 0 X                                   |
|----------------------------|---|
| My <b>T</b> rust <b>ID</b> | PDF Signing                             |
| My Certificate             | My Trust/D<br>MSC Trustgate.com Sdn Bhd |
| C Sign PDF                 | PDF Signing X                           |
| i About                    | Do you want to sign now?                |
|                            | /8/2021 7:59:59 AM                      |
|                            | Storage : ST3                           |
|                            | Back                                    |
|                            |   |
|                            |   |
|                            |   |

Figure 15: Message for signing using token

7) It will close automatically after signing process is complete





# **3.1.2.** UserID same as configured certificate

- 1) MyTrustID Desktop app will show up with insert token PIN message box if request userID is same as configured certificate
- 2) Enter token PIN and tick remember me with selected timeout for subsequent signing

| WyTrustID      | - 🗆 X   |
|----------------|---|
| My Trust ID    | PDF Signing   |
| My Certificate | My <b>T</b> rust <i>ID</i>  |
| င္႔ Sign PDF   | Token – C X   |
| About          | PIN : ••••••<br>Remember Me Time Out :<br>Ok Cance<br>4 hour<br>8 hour<br>12 hour<br>Back<br>Back |
|                |   |

Figure 16: Dialog box for signing using token





- 3) The Application will read token and show another pop up for signing
- 4) Click *Sign* button to proceed with signing

| WyTrustID                  | - 🗆 X                                   |
|----------------------------|---|
| My <b>T</b> rust <b>/D</b> | PDF Signing                             |
| My Certificate             | My TrustID<br>MSC Trustgate.com Sdn Bhd |
| C Sign PDF                 | PDF Signing - C X                       |
| i About                    | Do you want to sign now?                |
|                            | /8/2021 7:59:59 AM                      |
|                            | Storage : ST3 Back                      |

Figure 17: Message for signing using token

5) It will close automatically after signing process is complete





# 3.2. Signing hash using SoftCert with MyTrustID Desktop API

# 3.2.1. UserID not same as configured certificate

- 1) Client system should integrate with MyTrustSignerServer
- 2) MyTrustID Desktop app will show up with Select Storage message box if request userID is not same as configured certificate
- 3) Select Softcert and Click **Ok**

| WyTrustID                  | - D X   |
|----------------------------|---|
| My <b>T</b> rust <b>ID</b> | PDF Signing   |
| My Certificate             | My Trust ID   |
| About                      | ♥ Select Storage -  |
|                            | Type : Please Select Storage v  |
|                            | Please Select Storage   |
|                            | Token   |
|                            | SoftCert  |
|                            | Notes : Your requested userID or EfsID is not same as<br>configured certificate |
|                            | 2021 7:59:59 AM   |
|                            | Storage : SoftCert  |
|                            | Back  |
|                            |   |
|                            |   |
|                            |   |
|                            |   |

Figure 18: Select Storage Type





- 4) Enter Token PIN and tick remember me with selected timeout for subsequent signing
- 5) Click button *Browse* to select softcert file from your directory
- 6) Enter SoftCert PIN and tick remember me with selected timeout for subsequent signing

| WyTrustID      | ×   |
|----------------|---|
| My Trust / D   | PDF Signing                                       |
| My Certificate | My Trust/D<br>MSC Trustgate.com Sdn Bhd           |
| About          | ♥ SoftCert - X                                    |
|                | File Path : C:\Users\opera\Downloads\87112 Browse |
|                | PIN: •••••••                                      |
|                | Remember Me     Time Out : 1 hour                 |
|                | Ok Cancel 7:59:59 AM                              |
|                | Radk  |
|                | Dack  |
|                |   |
|                |   |

Figure 19: Dialog box for signing using softcert

- 7) The Application will softcert and show another pop up for signing
- 8) Click *Sign* button to proceed with signing

| WyTrustID      | - 0 X                                    |
|----------------|--|
| My Trust/D     | PDF Signing                              |
| My Certificate | My Trust/D                               |
| ႔႔ Sign PDF    | PDF Signing - C X                        |
| About          | Do you want to sign now? Sign Cancel     |
|                | /8/2021 7:59:59 AM<br>Storage : SoftCert |
|                | Back                                     |
|                |  |
|                |  |
|                |  |







9) It will close automatically after signing process is complete

# **3.2.2.** UserID same as configured certificate

- 1) MyTrustID Desktop app will show up with insert Softcert PIN message box if request userID is same as configured certificate
- 2) Enter Softcert PIN and tick remember me with selected timeout for subsequent signing

| WyTrustID      | ×  |
|----------------|--|
| My Trust ID    | PDF Signing  |
| My Certificate | My <b>T</b> rust <b>ID</b>   |
| i About        | V SoftCert – 🗆 X   |
|                | PIN :<br>Remember Me Time Out : 1 hour<br>Ok Cancel2021 7:59:59 AM |
|                | Storage : SoftCert   |
|                | Back   |
|                |  |
|                |  |
|                |  |

Figure 21: Dialog box for signing using softcert





- 3) The Application will softcert and show another pop up for signing
- 4) Click *Sign* button to proceed with signing

| WyTrustID      | - 🗆 X                                   |
|----------------|---|
| My Trust ID    | PDF Signing                             |
| My Certificate | My Trust/D<br>MSC Trustgate.com Sdn Bhd |
| ζ∬ Sign PDF    | 🖤 PDF Signing – 🗆 🗙                     |
| About          | Do you want to sign now?                |
|                | /8/2021 7:59:59 AM                      |
|                | Storage : SoftCert Back                 |

Figure 22: Message for signing using softcert

5) It will close automatically after signing process is complete

