



## CHECKING CERTIFICATE EXPIRY DATE SIGN-IN METHOD: CERTIFICATE

Use this manual, if:

- You use the sign-in method based on a certificate saved on an eToken or cryptographic card,
- On the computer you use to work, you have the SmartCard Toolbox ING software installed.

### STEP 1

Plug the eToken or cryptographic card into a USB port. If there are a couple eTokens/cards connected to the computer, unplug them and connect only the carrier whose expiry date you want to check.

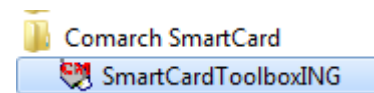
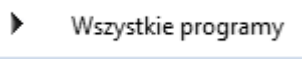
### STEP 2

Launch the SmartCard Toolbox ING software. You can do this in two ways:

1. Click on the application icon on the computer desktop

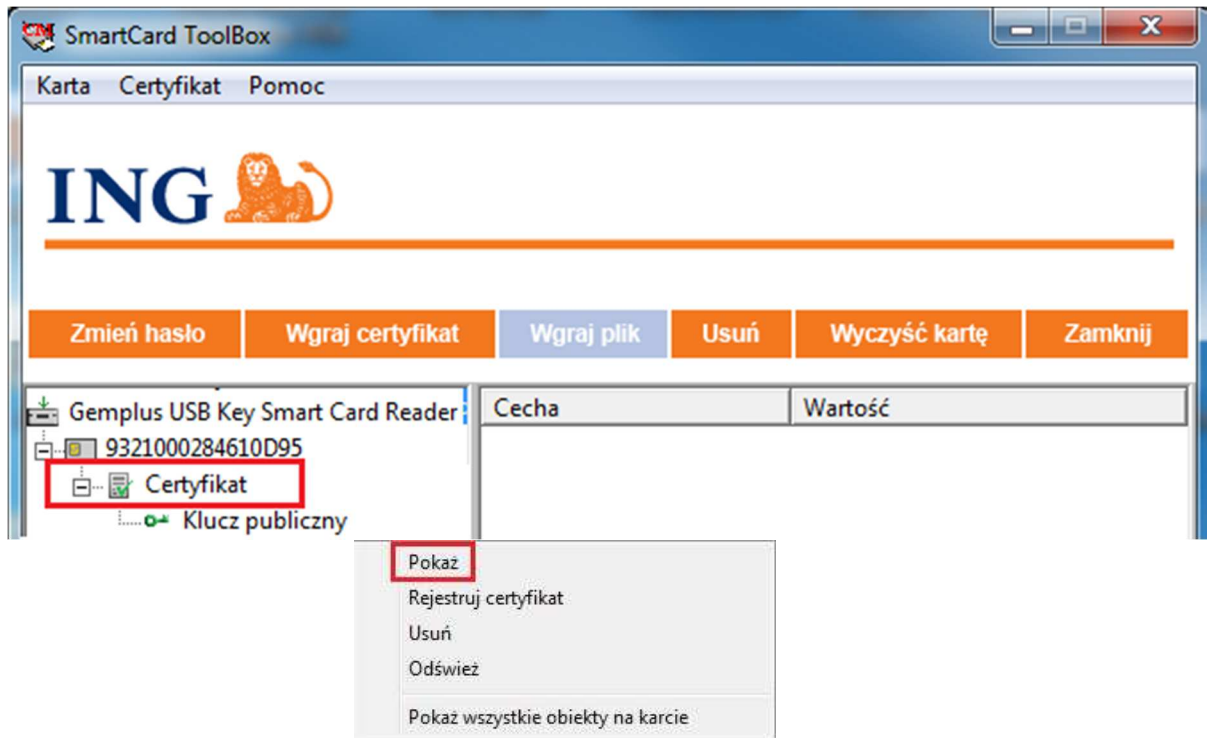


2. Launch the **Start** menu, then select **All applications**, find the **Comarch SmartCard** folder and run the **SmartCardToolboxING** application.



### STEP 3

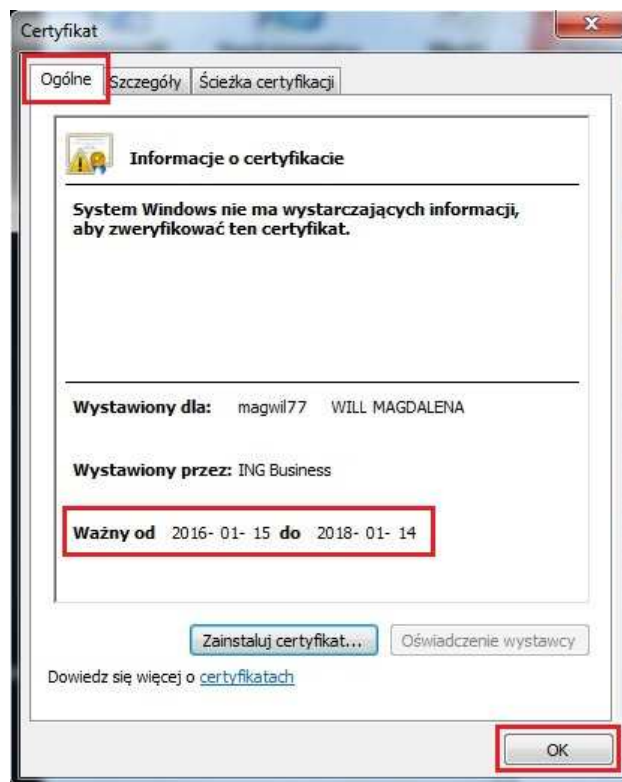
In the SmartCard Toolbox ING application, click with the right mouse button on **Certificate** in the left window, and select the option **Show**.



#### STEP 4

You will be shown a window with the first and last name of the person for whom the certificate has been issued, and the certificate validity period — its generation date and the day on which the certificate shall expire.

If the certificate is valid. Click **OK**.





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## STEP 5

- If the first and last name in the general tab belongs to another person (the eToken/card connected to the computer belongs to another employee of the company), close the SmartCard Toolbox ING software, unplug the eToken/card, connect your eToken/card, and follow the manual once again.
- If the certificate is valid, check whether the date set in the computer is correct. Otherwise, set the current date.
- If the validity period of the certificate ends in less than 45 days, close the SmartCard ToolBox software and use the manual [Certificate renewal](#).
- If the certificate is not valid, use the manual:
  1. [Removal of unnecessary certificate](#), to ensure free space for a new certificate
  2. [Ordering starter package in electronic version](#) or [in paper version](#), to order new starter login and starter password
  3. [Certificate generation](#), to create and save the new certificate on the eToken/card.

Close the SmartCard Toolbox ING software.

Should you have any questions, please call **ING Business Centre: 32 357 00 24** or **801 242 242** or send e-mail to: [bc@ingbank.pl](mailto:bc@ingbank.pl). Our consultants are at your service on working days from Monday to Friday, **8:00 a.m. to 6:00 p.m.**

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