

Registration ID Re-Set

December 2, 2008

Registration ID Re-Set

To Log into the Landing Page, enter your Username and Password and then select the "Login" button

Registered users

Username
EGraham70

Password
.....

Login Clear

[Forgot username?](#)
[Forgot password?](#)

First time users

[Self registration for card holders](#)
[Self registration for non card holders](#)
[Apply for card](#)

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Registration ID Re-Set

Citibank® Commercial Cards - Internet Explorer 6

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Address <https://home.cards.citidirect.com/CommercialCard/Cards.html> Go Links

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Answer the challenge question to continue.

What is your mother's middle name?
.....

Continue Cancel

When logging into the Landing Page, the system will prompt you to answer one of the randomly selected Challenge questions. Once you answer the question, click the "Continue" button to access the Landing Page function buttons/links

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• Global Transaction Services

Date
11/24/2008

- Admin functions
- Applications**
- Alerts
- Message board
- Profile
- Search
- View links

Welcome!

View the various functionalities available to you in this application.

- Admin functions**
Perform administrative functions.
- Alerts**
Subscribe/Unsubscribe to receive Alerts.
- Profile**
View and update your profile details and preferences.
- View links**
View links and their mapping.
- Applications**
Access the various applications allocated to you.
- Message board**
View messages.
- Search**
Search users.

• Contact helpdesk
• Home/Landing Page

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- [View links](#)

Admin functions

Perform administrative functions.

- [Activate / Deactivate users](#)
- [Add links](#)
- [Approve messages](#)
- [Assign/Unassign application](#)
- [Create user](#)
- [Delete links](#)
- [Modify messages](#)
- [Pending user requests](#)
- [Post messages](#)
- [Reports](#)
- [Reset password](#)
- [Unlock card](#)
- [Update user](#)

Select the link "Pending User Requests" link

• [Contact helpdesk](#)

• [Home/Landing Page](#)

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The screenshot shows the Citibank Commercial Cards website in Internet Explorer 6. The browser's address bar displays the URL: <https://home.cards.citidirect.com/CommercialCard/Cards.html>. The page header includes the Citibank logo and the text "Citibank® Commercial Cards". A navigation menu on the left lists: Date (11/24/2008), Admin functions, Applications, Alerts, Message board, Profile, Search, and View links. The main content area is titled "Pending user requests" and contains an information icon with the text "View pending user requests and reset registration details." Below this is a "Parameters" section with a search form. The form includes a "Status" dropdown menu set to "Pending", and three rows of "--Select--" dropdown menus, each followed by an "equals" dropdown menu. At the bottom of the form are "Search" and "Cancel" buttons. A red callout box with a red border and arrows pointing to the "Search" button and the "Status" dropdown contains the text: "To view Pending User Requests, conduct a search for the user per the search parameters via the drop down selector and click the 'Search' button". The footer of the page includes "Citi Citimanager.com", "Terms and Conditions", "Copyright © 2008 Citigroup", and "Internet ms.ms.".

To view Pending User Requests, conduct a search for the user per the search parameters via the drop down selector and click the "Search" button

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Date
11/24/2008

- Admin functions
- Applications
- Alerts
- Message board
- Profile
- Search
- View links

Contact helpdesk
Home/Landing Page

Pending user requests

View details as per your search criteria.

No.	Registration ID	Account name	Registration passcode	Email ID	Status
1	XXXXXXXXXXabc123	Erica Caine	abc12345	Erika.Caine@amc.com	Pending

Reset registration details Cancel

Once the Pending User has been identified per the search criteria entered, click on the "Reset Registration Details" button

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Date
11/24/2008

Reset registration details

Please choose email ID to send registration details

Erica.Caine@amc.com

Erica.C.Caine@amc.com

In order to have the Pending User's E-mail address updated & to have the Registration ID and Passcode re-sent to the user, enable the radio button and enter the correct E-mail address in the text field. Continue by clicking the "Save" button

Contact helpdesk
Home/Landing Page

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Registration ID Re-Set

The screenshot shows an Internet Explorer 6 browser window displaying the Citibank Commercial Cards website. The address bar shows the URL: <https://home.cards.citidirect.com/CommercialCard/Cards.html>. The page title is "Citibank® Commercial Cards". The user is logged in as "Welcome, egraham70" with a "Sign off" link. The main content area displays a "Confirmation message" with a green checkmark icon and the text: "Registration ID has been reset. The new registration ID is XXXXXXXXXXX9igaa0." Below this message is an "OK" button, which is highlighted with a red box. A red callout box points to the "OK" button with the following text: "The Pending User's Registration ID has been reset. The user will now receive two (2) E-mails with the Landing Page URL, Registration ID, & Registration Passcode in order to complete the APC Self-Registration process". The left sidebar contains navigation links: "Admin functions", "Applications", "Alerts", "Message board", "Profile", "Search", and "View links". The footer includes "Citimanager.com" and "Copyright © 2008 Citigroup".



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efficiency, renewable energy & mitigation

