

# **ČSOB BUSINESS CONNECTOR**

# **USER'S GUIDE**



www.csob.cz/ceb

Strana 1

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# **1** INTRODUCTION

Business Connector is an application and service for corporate and business clients of ČSOB that offers payment automation and automatic file exchange. The functionality is linked to the use of the ČSOB CEB for online financial management service- Business Connector is its superstructure. Business Connector can be seen as an application, service or interface (API) installed in the ČSOB client environment, mediating the transfer of files to the bank (payment batches) or from the bank (statements, advices, exchange rates). This installation guide describes only the commissioning and use of the application supplied by the bank, not the connection using a custom solution. The procedure for installing and commissioning the application is described in <u>chapter 2</u>.

The service, and therefore your data, is secured by certificates. You can use a server certificate from a supported third party (I.CA or PostSignum) or have a certificate issued directly within the service, where the certification authority will be ČSOB. The description of working with certificates and obtaining a new certificate, registering in the service and other steps are described in <u>chapter 3</u>.

The use of the Business Connector service is always tied to a specific CEB service contract and can be contractually prevented. The actual set-up of the service is available to user under this contract, namely user with payment authorisation and within the scope of the accounts they can manage. The settings defined by such a user affect the availability of automatically downloaded data, in particular information on account movements – we recommend taking this into account, especially during initial setup. A this is an automated service, the result settings are uniform and valid for the entire specific contract. The detailed procedure includes working with certificates, setting up specific accounts and other attributes and is described in <u>chapter 4</u>.

#### Safety recommendations for using the app

- 1. Secure access to the computer with the app installed to prevent disclosure of potentially sensitive data your account transactions and payment information.
- 2. The same recommendation applies to accessing working directories with data (payment batches or statements); setting permissions to specific folders is up to you.
- 3. It is possible to set an administrator password in the service, especially in case of network cooperation it is necessary to have this password set otherwise anyone within the local network can start the configuration.
- 4. The service is accessible by default on port 8080, we recommend setting the appropriate rules on the firewall.
- 5. In case of installing the application on a server and connecting from a computer within the local network, it is recommended to configure the application for access only via https protocol

# 2 INSTALLING THE ČSOB BUSINESS CONNECTOR APPLICATION

The application can be run on a local station or on a server. Running multiple installations within a single client network is not supported.

#### 2.1 Installation in Windows operating system

Supported operating system version: Windows 10 64 bit and higher, Windows server 2019 and higher.

Go to https://www.csob.cz/businessconnector, download and run the installation file.

After running the installation file and selecting the installation language, the initial screen of the installation wizard is displayed.



#### Confirm the start of the installation with the Next button

🝰 ČSOB Business Connector Setup			-	×							
Custom Setup Select the way you want features to be installed.											
Click the icons in the tree below to change the way features will be installed.											
CSOB Business Connector └─ I Application shortcut											
Reset		_									
	Back	Next		Cancel							

#### As part of the installation, you can have a shortcut created.

If a previous version of the application is found on your computer, we weill offer to uninstall it. Before the uninstallation, the installer will keep the settings of the old version of the application and the new version of the application will import these settings.

👶 ČSOB Business Connector Setup	_	×
Actions during installation Select the actions to be performed as part of the application installation		ČSOB
Uninstall the original version of Business Connector.		
Migrate the current user's certificates to the storage on this computer so versions of Business Connector can access them.	that net	N
Transfer configuration settings from the previous version of Business Cc	nnector	
Back Next		Cancel

As part of the transfer of settings from the old version, the application fist offers to copy the communication certificates issued for Business Connector from the user's storage to the computer's storage. This action is necessary for a functional transfer of settings from the old version of the application. If you were using a certificate issued by a different certification authority in previous version, export the certificate including the private key from user certificates management and import it to the computer certificates management.

When you transfer certificates from user storage to computer storage, you may be notified by an operating system message. This operation is required as part of the certificate transfer.

If you wish to remove the old version of the application, please confirm the removal in the following system dialog.

ČSOB Business Connector Maintenance	×							
ČSOB Business Connector Choose the type of maintenance you need.	<b>€</b>							
<ul> <li>Restore the application to its previous state.</li> <li>(i) Remove the application from this computer.</li> </ul>								
OK Cancel More informa	ition							

If you do not uninstall the old version of Business Connector, please note that if the old version is still running, data will be downloaded multiple times depending on the settings of each application, which may lead to unnecessary duplications in the downloaded data and in the case of higher query frequency the service reaches its protection limit and is temporarily disconnected.

🍰 ČSOB Business Connect	-	□ ×								
Service logon credential	<b>s</b> or ČSOB Business Connector									
Enter service credentials ic	r CSOB Business Connector		ČSOB							
CSOB Business Connector application is installed as a service independent of the currently logged-in user. Please choose a local or domain account under which you will run the application. The account must already exist.										
Run service as LocalS	ystem									
Run service as local o	r domain user:									
User name:										
Password:										
	Back	Next	Cancel							

During installation, you can choose whether the service will run under a system account or as a specific user. It is necessary to choose to run the service as a specific user if you want to save or send data to or from network storage where specific users have the right to access. Please note that even in the case of future update of the application, if the updated version of the application was run as a user, this option must be completely filled in again when updating to a newer version.



When the installation is complete, the Business Connector user interface automatically starts. This interface is by default available through a web browser on the computer on port 8080. After installation, the default browser will automatically open the address <u>http://localhost:8080</u>. If port 8080 is already in use, the default port can be changed in the application configuration, see <u>chapter 6 Advanced Settings</u>. If you want to access the user interface from another computer on the local network, you need to make changes to the application configuration, see <u>chapter 6 Advanced Settings</u>.

#### 2.2 Installation in Linux operating system

Debian Linux distribution version 10 and higher is supported. For other Linux distributions you can use the tar.gz archive, for such distributions, but we do not provide support for them.

#### 2.2.1 Debian

Debian package is published in DEB format. It is only for x64 platform. We are not publishing it to any repository.

Installation	sudo dpkg -i BusinessConnector_setup.deb				
Uninstallation	sudo dpkg -r business-connector				
Service restart	sudo systemctl restart business-connector.service				
Service status	sudo systemctl status business-connector.service				

Location of application files

Application + DB/usr/share/business-connector/Logs/var/log/business-connector/

Settings /var/lib/business-connector/appsettings.user.json

When the installation is complete, the Business Connector user interface automatically starts. This interface is by default available through a web browser on the computer on port 8080. After installation, the default browser will automatically open the address <u>http://localhost:8080</u>. If port 8080 is already in use, the default port can be changed in the application configuration, see <u>chapter 6 Advanced Setting</u>. If you want to access the user interface from another computer within the local network, you need to make changes to the application configuration, see <u>chapter 6 Advanced Setting</u>.

#### 2.2.2 Archive tar.gz for other Linux distributions

Archive tar.gz is intended for other Linux distributions, where prepared installation package deb cannot be used. This archive is intended for experienced user, it contains complete application, which can be manually unzipped into the desired folder and registered into the daemon's system, which will automatically start the application. We do not provide support for these distributions.

# **3 OBTAINING A COMMUNICATION CERTIFICATE**

After installing the application, if the settings from the old version of the application have not been transferred, it is necessary to set up the application itself, starting with obtaining the communication certificate.

The process of obtaining a communication certificate consists of the following steps:

- 1. Creating a certificate request in the Business Connector application and saving it to a hard drive.
- 2. Uploading the certificate request to the ČSOB CEB portal and requesting a certificate.
- 3. Downloading a new certificate from the ČSOB CEB portal.
- 4. Uploading the certificate to the Business Connector application.

#### 3.1 Creating a Business Connector certificate request

The default screen of the Business Connector user interface is the service overview screen. To create request, you can use the Request Certificate button directly on the certificate overview widget or go to the Certificates menu.

	S CONNECTOR				Helpdesk Admin 499 900 500 localhost	CS Log in
f Dashboard						
O History	Certificates		Request certificate	Overview	Export log	
Certificates	Certificate name	Seriál number Status	Valid to	Login with password E-mail set up	NO	
I <sup>■</sup> Agreements		No records		Application set up	NO	
Settings				Notifications New version	NO	
				Communication error The certificate is about to expire	NO	
	History			Manual downloa	ad Manual upload	
	Date and time Agree	nent File	No records	Mode Direction	Result	
	© Československá obchodní banka, a.s.			version 4.1.	7   About ČSOB Business Conne	ector   ČSOB CEB
					Helpdesk Admin	
CSOB BUSINES	S CONNECTOR				499 900 500 localhost	CS Log in
Dashboard     History	Certificates					
E Certificates	Request certificate Upload extern	al certificate				
I Agreements	Certificate name Seriá	I number Valid from Valid to	Status			
Settings			No records			
	H 4 F H				0 - 0 from 0 records	

When you click *Request Certificate*, the application creates a certificate request, which you use the *Download File* option to save to disk.

ł	SOB E	BUSINE	SS CONNECTOR			Helpdesk 499 900 500	Admin localhost	CS Log in			
1	Dashboar	rd	Download requ	ect							
Q	O History										
	Contificates We have generated a certificate request for you, save it in a file in REQ. Use this file to request a certificate in the CSOB CEB service, menu Settings - Business Connector.										
P	Agreeme	nts									
<	Settings		File name	reqCer_20230531_1455.req	0						
						Download file					
Γ											

You have now created a certificate request file. Leave the window open and log in to the ČSOB CEB service to create a certificate.

# 3.2 GENERATING A CERTIFICATE

ČSOB CEB		CZ (2) 19:38 499 900 500 1 Nová Malá Letka Plus, id: 42711569 CZ (2) 19:38	Log out
< Menu		Business Connector settings	🖶 Print
Security	>	Your certificates	
My permissions			
Personalization		Add Request certificate	
Accounts settings			_
CEB Info		O Add a valid certificate to be able to send data from and download data to the Business Connector application.	
Business Connector			
Service administration	>	Exchange rates	
		Download Exchange rates NO	
			Edit

Log in to the ČSOB CEB service and select *Settings > Business Connector*. In the *Your certificates* section, upload your request using the *Request certificate* button.

CSOB CEB				C	•	Contac 499 900 \$	ts 500 ~	Jiří Vohnout Karty(102), id: 42748404	cz	19:44	Log out
< Menu		Business C	onnector se	ttings	6						🖶 Print
Security >											
My permissions Certificate request											
Personalization		Certificate request *	Select file 🥑								
Account settings		· ·		reqCer20181207.req							
CEB Info		Name *	Test certificate				0				
Business Connector		Back									Send
Service administration	•										

Press the *Select file* button to select the certificate request file and confirm the selection. Fill in the certificate name, under which the certificate will be displayed on the list of certificates, in the *Name* field. Press the *Send* button.

ČSOB CEB	CZ (2) 19:53 Log out Karty(102), Id: 42748404 CZ (2) 19:53 Log out
< Menu	Business Connector settings
Security >	
My permissions	The certificate has been successfully generated. You can download the certificate file. Download certificate
Personalization	Your certificates
Account settings	Add Request certificate
CEB Info	
Business Connector	Serial num         Name         Entity         Issuer         Valid till         Status         Download         ***           125d         Test certificate         W2AB00KH         CEB Bus         06.12.2020 14:01:29         active         Download         ***
Service administration >	Scroll to top

Now download the certificate that has been generated to your computer using the *Download certificate* option. The certificate must then be saved to the Business Connector application.

#### 3.3 Uploading the certificate to the Business Connector application

	SS CONNECTOR						Helpdesk 499 900 500	Admin localhost	CS Log in
n Dashboard	Certificates								
Ilistory	Vertificates								
Certificates	Request certificate Up	load external certifica	ite						
Kagreements	Certificate name	Seriál number	Valid from	Valid to	Status				
Settings	reqCer_20230531_1455.re	q	5/31/2023	5/31/2025	In process	[	Complete Delete		
	н н 1 н н						1 - 1 from 1 record	ds	

In the list of certificates in the application settings in the *Certificates* menu, or on the *Certificates widget* on the overview screen click on *Complete* button next to the certificate request in the list.

BUSINE	SS CONNECTOR	Helpdesk Admin 499 900 500 localhost CS Log in
<ul> <li>Dashboard</li> <li>History</li> </ul>	Certificate import	
Certificates           Agreements           Settings	Certificate file Choose File No file chosen Certificate name	
		Save certificate

In the following dialog, select the file with downloaded certificate from the CEB portal. The serial number of the certificate is filled into the certificate name, you can edit or change the name if necessary.

	SS CONNECTOR	R				Helpdesk Admin 499 900 500 localhost	CS Log in
n Dashboard	Certificates						
History	ecrimotico						
Certificates	Request certificate	Upload external certificat	e				
📧 Agreements	Certificate name	Serlál number	Valid from	Valid to	Status		
Settings	cert_1c72	1C72	5/31/2023	5/30/2025	Active	Delete	
		н				1 - 1 from 1 records	

Your new certificate including its validity period is now displayed. Don't forget to renew the certificate before it expires.

Note that if the Business Connector service will run under a user, you must verify that the user has the right to access the private key of the certificate. This can be done as follows. A user with administrator privileges runs computer certificate management (certlm.msc). In *Personal > Certificates*, will find the desired certificate used for communication and right-clicks *All tasks* and then *Manage private keys*. In the following dialog will add the specific user under which the services is running with full control permissions. Finally, you must restart the computer or the service.

#### **4** SETTING UP THE SERVICE

#### 4.1 Setting up the service on the ČSOB CEB portal

After you have generated and downloaded your communication certificate, it is necessary to set up the Business Connector service on the ČSOB CEB portal. This can be done on the screen that contains the list of your Business Connector certificates. In the *Exchange rates* section, you can set up the download of Exchange rates using the *Edit* button.

ČSOB CEB			( <mark>14</mark>		Contacts 499 900 500	Jiří Vohnou Jiří Vohnout	<b>ut</b> velký CEB, id: 42756079	✓ CZ	(2) 19:55	Log out
< Menu		Business	Connector s	ettir	ngs					💼 Print
Security >	•	Your certific	ates							
My permissions										
Personalization		Add Red	quest certificate							
Accounts settings		Serial num	Name		Entity	Issuer	Valid till	Status	Downle	oad ""
CEB Info		62d	CEB cert		W2AB00KH	CEB Bus	06.06.2020 16:42:11	active		
Business Connector		Serial num 1181	Name TEST CERT		Entity W2AB00KH	Issuer CEB Bus	Valid till 04.10.2020 11:35:24	Status active	Downle	oad ""
Service administration	•	Serial num 11e5	Name test ke smazání		Entity W2AB00KH	Issuer CEB Bus	Valid till 18.10.2020 12:38:06	Status active	Downle	oad ""
		Scroll to top								
		Exchange ra	ates							
		Download Exch	ange rates NO							
										Edit
		Accounts								
		Show filter	r				Sort by	account r	umber	~

In the *Accounts* section, the Business Connector service can be set up. The settings can be changed separately for each account by clicking on the selected account, or multiple accounts can be set up at once by using the checkboxes and the *Edit* button.

ČSOB CEB	CE P CZ (2) 19:37 Log out Jiří Vohnout Veľký CEB, ld: 42756079 CZ (2) 19:37 Log out
< Menu	Connection setting
Security >	Download of data
My permissions	Advices
Personalization	<ul> <li>✓ Autos</li> <li>✓ Statements</li> </ul>
Accounts settings	Statements for viewing 0
CEB Info	Neither advices, nor data statements, nor statements for viewing are generated for some accounts. If you want to use advices, data statements or statements for viewing in Business Connector, select them, or select another type of data.
Business Connector	
Service administration >	Upload of data
	Vpload
	Upload with signature
	Import cannot be carried out on some of the selected accounts.
	Back Save
	Accounts
	<ul> <li>34190922/0300, CZK, HANISCH s.r.o., eRevolving v CZK</li> <li>9632506/0300, CZK, Martin Elger, KK SME - bezüročné období na vše</li> <li>9638115/0300, CZK, VOHNOUT JIRI - EB, ČSOB Plus Konto v CZK</li> </ul>

In the *Connection setting* section, the type of data that will be downloaded can be set. You can also allow data to be sent to the bank, i.e. you can enable the upload of batch orders. If signed batch orders, which will be directly processed, are to be sent to the bank, enable the Upload with signature option. Press *Saue* to confirm the settings.

If statements and/or advices are not generated for a selected account, the system will notify you and let you proceed to the settings screen by clicking on the number of the account.

CSOB CEB	C Contacts Jiří Vohnout Jiřkův mikroCEB, id: 42753706 V CZ (2) 19:39 Log out
< Menu	Business Connector settings
Security >	The download of data statements (advices and statements) has been successfully set and saved.
Personalization	Your certificates
Account settings CEB Info	Add Request certificate
Business Connector	Serial num Name Entity Issuer Valid till Status Download *** 4b1 Certifikát pro Busine W2AB00KH CEB Bus 22,03,2020 13:20:06 active
Service administration >	Scroll to top
	Exchange rates
	Download Exchange rates NO
	Edit
	Accounts
	Show filter Sort by account name
	Account: All accounts 👁
	Select all (7) Cancel connection (0) Edit (0)
	Current Account - ČSOB Podnikatelské konto v CZK Name Download o Upload of d 9722026/0300, CZK, HANISCH s.r.o. HANISCH s.r.o. YES YES
	Revolving - eRevolving v CZK Name Download o Upload of d 34190922/0300, CZK, HANISCH s.r.o. NO Not suppo

After you've successfully completed the setup, a confirmation message will be displayed. The Business Connector features that have been set for each account will be displayed on the account list. Now you can set up download in the Business Connector application.

#### 4.2 Setting up the application

#### 4.2.1 Certificates

COB BUSINE	SS CONNECTOR	Helpdesk Admin 499 900 500 localhost CS Log in
f Dashboard	Certificates	
<ul> <li>History</li> <li>Certificates</li> </ul>	Request certificate Upload external certificate	
Is Agreements	Certificate name Seriál number Valid from Valid to Status	
Settings	cert_1c72 1C72 5/31/2023 5/30/2025 🥝 Active	Delete
	н 🛪 💶 🗩 н	1 - 1 from 1 records

The menu item Certificates shows an overview of the uploaded certificates, the procedure for creating a certificate is described in <u>Chapter 3 Obtaining communication certificate</u>.

In addition to the internal communication certificate, it is possible to use a commercial server certificate from První certifikační autorita (www.ica.cz) or PostSignum (www.postsignum.cz) or you can add an internal certificate created on another computer. Uploading such a certificate is possible using the *Upload external certificate* button.

	SS CONNECTOR			Helpdesk 499 900 500	Admin localhost	CS Log in
n Dashboard	External certific	sate upload				
O History	External Certino	cate upload				
E Certificates	Certificate file	Change cert_1a57_export20230531.pfx				
Reference Agreements	Password	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	]0			
Settings	Certificate name	cert_1a57_export20230531	0			
				Save		

When you select *Upload external certificate*, the certificate import is displayed, where you can use the Change button to select the certificate file. In these cases, you need to upload the certificate including the private key. i.e. a file with the extension .pfx or .p12. You need to fill in password for the certificate. The certificate serial number is pre-filled in the Certificate name field, that can be filled in or modified. Do not forget to confirm the certificate upload with the *Save* button bellow.

**TIP:** Do not forget to turn on the certificate expiration alert. You can turn on email alerts directly in the app in the Settings section. Alternatively, you can also set up notifications in the CEB portal to be delivered via SMS or email, or to the CEB Mobile app.

#### 4.2.2 Agreements

CSOB BUS	INESS CONNECTOR			Helpdesk Admin 499 900 500 localhost CS Log in
Dashboard	Agreements			
O History				
Certificates	Add agreement Multiple cha	inge of certificates		
Agreements	Agreement name	Agreement ID	Certificate	
Settings			No records	
	H 4 F H			0 - 0 from 0 records

In menu item Agreements you can add agreement by the button *Add agreement*. For adding a new agreement you need to have Identification number. ID number can be found either in the contract or after logging into the CSOB CEB portal listed in the header.

ČSOB	BUSINE	SS CONNECTOR				Helpdesk 499 900 500	Admin localhost	cs	Log in
🔒 Dashl	board	Agreement sett	ings						
O Histor	ry	Agreement sett	ings						
💳 Certif	īcates	Agreement ID		0					
🖹 Agree	ements	Agreement name		0					
Settin	ngs	Linked certificate	cert_1c72	•	0				
						Save			

You can name the specific agreement however you like, and you must associate a valid certificate with it. Do not forget to confirm the listed parameters using the *Save* button bellow.

#### 4.2.3 Download settings

CSOB BUSINE	ESS CONNECTOR				Helpdesk 499 900 500	Admin localhost	CS Log
n Dashboard	Settings						
Itistory	Settings						
Certificates	Download settings	Upload settings	Application and notifications	Login and password			
Kagreements	For agreement		•				
Settings	r or agreement	General settings					
		ABC s.r.o.					

After setting up the Agreement, you can set up the data download from the bank in the *Settings* menu item, on the *Download Settings* tab. First you select whether you want one general setting for all agreements to be the same, or whether you want a different setting for individual agreements. In this case, for each agreement, you will click the option *Use general settings for this agreement* settings, which is on by default, and then set separate settings for that agreement.

čso	BUSINES	SS CONNECTOR					Helpdesk 499 900 500	Admin localhost	CS Log in
	)ashboard listory	Settings							
= c	Certificates	Download settings	Upload settings Ap	plication	and notifications	Login and password			
	greements	For agreement	ABC s.r.o.	•	Use general s	ettings for this agreement.			
<b>⇔</b> s	Settings	Advices							
		Active	۵						
		Frequency	Every (n - minutes)	•	20 minutes	•			
		To folder	C:\BC\down\advices						
		Show advanced settings 🗸							
		Data statements	8						
		Active							
		Frequency	Daily	•	08:00	•			
		To folder	C:\BC\down\data statements						
		Show advanced settings 🗸							
		Statements							
		Active							
		Frequency		•					

You can make specific settings for each type of download, which includes options to turn on whether the downloading is active, i.e., whether the data will be downloaded according to the set parameters. You can select the downloading frequency and storage folder. Type the path to the folder in the box or copy it from e.g. the file explorer. Alternatively, you can use the "..." button for dialog to specify the path to the folder. Please note that the service runs under system account, so it may display different folders than the currently logged in user. If the folder path dialog does not offer the desired logical drive, it is possible to type or paste the path to the folder on network drive directly into the form field, even in UNC form. The UNC path to the network drive can be found out in the command line, for example by using the net use command.

Data state	ements							
Active								
Frequency	Daily		•	08:00	•			
To folder	C:\BC\do	wn\data statements						
Hide advanced se	ettings 🔺							
Settings	•		Ŧ	To folder			Delete settings 😣	
Add settings	Language							
	File type							
Statemer	Account Frequency							
Active	Wildcards							
Frequency			•					
To folder								
Show advanced s	settings 🗸							

It is possible to set advanced settings for selected data types. These rules can be used to ensure that the same type of data into different folders based on their properties. For example, you can have data dumps stored in different formats or from different accounts into different folders. Advanced settings are based on file names that include the selected information. You can use predefined options for settings or define your rule using wildcards. Wildcards can be \* for any number or characters and ? for one arbitrary character. When using wildcards, you can achieve a combination of conditions, e.g., a specific account statements can be separate from other statements.

**TIP:** We always issue account statements for download in the morning of the previous day if there has been movement on your accounts. So just set up the frequency of downloading once a day. We generate account movement advice continuously during the day based on movements on your account. So, you will get up-to-date information on account movements very quickly.

#### 4.2.4 Upload settings

Automatic upload is used to send batches of payments to the CEB service without having to log into the service manually and import them. The Business Connector service can be used to send unsigned order files that will be displayed for authorisation in waiting room in the CEB portal. Optionally, it is possible to send payment files already signed. In this case, the files have to be signed by the internal electronic signatures of authorised users of the CEB service. The signature format must be CAdES-BES.

	SS CONNECTOR		<b>Hel</b> 499
Dashboard     History	Settings		
Certificates	Download settings	Upload settings Application and notifications Login and password	
Agreements	For agreement	ABC s.r.o.	
Settings	, a cgrossian		
	Protocols		
	Download	۵	
	To folder	C1BC/up/protocols	
	Archive after up	load	
	Archive file		
	To folder	C-\BCluplarchive	
	File upload		
	Upload		
	Frequency	•	
	Settings	TXT TPS • Stop processing in case of error •	
		File with signature	
	From folder	C:BC/up/TXT TPS Delete s	settings 😢
	Add settings		

On the *Upload settings* tab you can set folders for uploading data, upload frequency and folder for protocols and archive.

In the part *File upload*, you can set the folder where payment files are saved. You can also set the frequency of checking of new files, the format of the payment file, the separator if applicable, and the error handling. After selecting the option *Upload*, the application will check the folder and send the files to the bank. You can set multiple folders and formats using the *Add settings* option.

We recommend archiving the files after upload, if it is not set up, the files will be always deleted after upload as a prevention of duplicate upload.

To provide information about the result of the import, it is possible to set the download of the import protocols. The import protocols are issued by the bank for each uploaded file and are int the pain.002 structure, which allows automated processing. A description of the structure can be found at <u>https://www.csob.cz/portal/documents/10710/15100026/protokol-pain.zip</u>.

The result of the import is also visible in the CEB service portal in the Import overview.

Do not forget to confirm all the settings you have made with the *Saue* button.

#### 4.2.5 Application and notifications

CSOB BUSINE	ESS CONNECTOR	Help 499 (									
<ul> <li>Dashboard</li> <li>History</li> </ul>	Settings										
Certificates	Download settings Upload settings Application and notifications Login and password										
R Agreements	Application status										
Settings	Some of the certificates can't be used for communication.										
	A You haven't activated any automated downloads in the Business connector application.										
	You haven't activated any automated upload in the Business connector application.										
	You have not set up any email notification recipients in the Business Connector application.										
	In the Business Connector settings, you have listed folders that cannot be found. Please check the application settings.										
	f Vou have turned off some types of email notifications.										
	f You have not set an access password in the Business Connector application. All users can now change application settings.										
	Export tog										
	Notifications										
	New app version Send notifications about new version of application.										
	Communication error Send notifications if communication error happens.										
	Certificate expiration Send notifications before certificate expiration.										
	Administrator e-mail										
	ADD CHILIR										
	SMTP settings										
	SMTP server address localitost Send test message										
	Username										
	Password										
	Show advanced settings 🗸										
localhost:8080/dashboard		Save									

On the *Application and notifications* tab, you can check the status of the application and, if necessary, export logs that you can send to CEB Helpdesk by email.

In notifications, you can set the application to send you an email notification when a new version of the application is released or if an error occurs during a scheduled communication with the bank, you can also set up a notification for expiration of communication certificate.

To send email notifications it is necessary to make SMTP settings, without this setting notifications are not possible to send.

If you need to modify the notification sender address to match the SMTP server account you are using, follow the procedure in <u>Chapter 6.1 Modifying application settings using configuration files</u>.

#### 4.2.6 Login and password

The default settings of the application allow full use of the application without the need to log in. In the *Login settings and password* settings, you can enable the administrator password login. All settings then will be enabled only for the administrator, who must log into the application with the password entered. Other users can use the application in preview, i.e., view the history, download or upload data in accordance with the saved settings, and can only view all settings, not modify them.

	<b>lelpdesk</b> 99 900 500	Not logged in localhost	CS Log in •
		Admin passwo	ord
Export log			Log in
NO		I have forgotte	en my password
NO			

If you forget your administrator password, you can use the forgotten password recovery function, which is available in the login dialog. A link to reset the password is then sent by email.

**TIP:** In order to use the password recovery, we strongly recommend that you fill in the email in the application settings and all the necessary SMTP settings. Without this setting, it is not possible to reset the administrator password in case of it has been forgotten and the only other way is to reinstall the application and completely to re-set it.

#### 4.3 Using the application

#### 4.3.1 Dashboard

BUSINES	SS CONNECTOR						Helpdesk 499 900 500	Admin localhost	
Dashboard									
History	Certificates			Request certificate	Overview		Export log		
Certificates	Certificate name	Seriál number	Status	Valid to	Login with password E-mail set up		YES		
Agreements	cert_1c72	1072	Active	5/30/2025	Application set up		NO		
Settings	cert_1a57_export20230531	1A57	Active	1/17/2025	Notifications				
					New version Communication error The certificate is about to	expire	NO NO		
	History					Manual download	Manual upload		
	Date and time	Agreement	File		Mode	Direction	Result		
	6/7/2023 4:33:48 PM	42748365	AV_34540611_20230	0531_0001.XML	manual	Download	🥑 ок		
	6/7/2023 4:33:48 PM	42748365	AV_34540611_20230	0531_0002.STA	manual	Download	🕑 ок		
	6/7/2023 4:33:47 PM	42748365	AV_34540670_2023	0531_0001.XML	manual	Download	🕑 ок		

The Dashboard displays a list of certificates or certificate requests, including the certificate serial number and the validity of the certificate. In the header is a *Request certificate* button, that leads to the process of creating a new certificate request.

In the overview section, there is an *Export log* button, which you can use to export the application log and all necessary settings. This export you can send by email to <u>helpdeskceb@csob.cz</u> if needed.

The bottom section then displays the last twenty downloads or uploads.

For a longer list of activity, you can go to History in the menu.

#### 4.3.2 Manual download

Databased       Herearce         Agreement       <	BUSINESS	CONNECTOR					Helpdesk Admi 499 900 500 localh	
Agreement         Age:sement         Age:sement         Age:sement         Age:sement           Status         A all         Only downloaded         Only undownloaded         Only undownloaded           File type         All         Image: Contains test         Image: Contain	N	Manual downlo	ad					
Status         A I Orly undownloaded         Orly undownloaded         Orly undownloaded         Orly undownloaded         Image: Calabia date         Image		Agreement	ABC s.r.o.	- 43				
Settings       File type       Al <ul> <li>Creation date</li> <li>From - to</li> <li>Creation date</li> <li>File</li> <li>Creation date</li> <li>File type</li> <li>Status</li> <li>ExRT_CNB_20220606 BBF</li> <li>66/2023 4 52:19 PM</li> <li>FX rates</li> <li>Undownloaded</li> <li>EXRT_CNB_20220606 BBF</li> <li>66/2023 4 50:24 PM</li> <li>FX rates</li> <li>Undownloaded</li> <li>EXRT_CNB_20220605 BBF</li> <li>66/2023 3 30:25 PM</li> <li>Statements</li> <li>Undownloaded</li> <li>Statements</li> <li>Undown</li></ul>								
Contains lead         From - 1s         07.05.2023         0         0         0         0.00000000000000000000000000000000000	Settings			<ul> <li>Only undownloaded</li> </ul>	1			
Exert       Control date       File type       Status         File       Creation date       File type       Status         EXRT_OS06_20220607.BBF       6/7/0223.655.39.AM       FX rates       Undominisaded         EXRT_OS06_202206067.BBF       6/6/2023.452.18 PM       FX rates       Undominisaded         EXRT_OS06_20220606 BBF       6/6/2023.452.18 PM       FX rates       Undominisaded         EXRT_OS06_20220606 BBF       6/6/2023.450.24 PM       FX rates       Undominisaded         EXRT_OS06_20220605 BBF       6/6/2023.30.25 FM       FX rates       Undominisaded         EXRT_OS06_20220653 L5_MUK8 pdf       6/5/2023.30.25 FM       FX rates       Undominisaded         34540612_2023053 L5_MUK8 pdf       6/5/2023.30.05 FM       Data statements       Undominisaded         3454061_2023053 L5_MUK8 xml       6/5/2023.20.05 FM       Statements       Undominisaded         3454061_2023053 L5_MUK8 xml       6/5/2023.20.05 FM       Statements       Undominisaded         3454061_2023053 L5_MUK8 xml       6/5/2023.20.06 FM       Data statements       Undominisaded         2023053 L5_019_C2_C2020000000000000000000000000000000				07.05.2023	07.06.2023	<b>E</b>		
File       Creation date       File type       Status         EXRT_CSS0_2020007 BBF       67/2023 6.55.39 AM       FX rates       Undominicaded         EXRT_CSS0_20220007 BBF       69/2023 4.52.18 PM       FX rates       Undominicaded         EXRT_CSS0_20220007 BBF       69/2023 4.52.18 PM       FX rates       Undominicaded         EXRT_CSS0_20220007 BBF       69/2023 4.52.18 PM       FX rates       Undominicaded         EXRT_CSS0_20220007 BBF       69/2023 4.52.24 PM       FX rates       Undominicaded         EXRT_CNB_20220005 BBF       69/2023 4.59.24 PM       FX rates       Undominicaded         St440602_20230531_5_MUKB.pdf       6/5/2023 3.90.2 FM       Statements       Undominicaded         St440602_20230531_6_MUKB.pdf       6/5/2023 3.90.2 FM       Statements       Undominicaded         St440601_20220531_6_MUKB.pdf       6/5/2023 3.90.2 FM       Statements       Undominicaded         St440601_20220531_6_DCZB.txt       6/5/2023 2.06.5 FM       Statements       Undominicaded         St440601_20220531_6_DCZB.txt       6/5/2023 2.06.4 PM       Data statements       Undominicaded         St45001_20230531_6_DCZB.txt       6/5/2023 2.06.4 PM       Data statements       Undominicaded		Contains text			0			
Select all items on this page (0)       File       Circation date       File type       Status         EXRT_CS08_20220607.BBF       6/7/2023 6.55.39 AM       FX rates       Undownloaded         EXRT_CS08_20220607.BBF       6/6/2023 4.52.18 PM       FX rates       Undownloaded         EXRT_CS08_20220606.BBF       6/6/2023 4.52.18 PM       FX rates       Undownloaded         EXRT_CS08_20220606.BBF       6/6/2023 4.50.24 PM       FX rates       Undownloaded         EXRT_CN8_20230605.BBF       6/6/2023 4.50.24 PM       FX rates       Undownloaded         S4450612_20230531_5_MUKB.pdf       6/5/2023 3.30.25 PM       Statements       Undownloaded         34540612_20230531_5_MUKB.pdf       6/5/2023 3.30.05 PM       Data statements       Undownloaded         34540612_20230531_6_DCZB.bt       6/5/2023 2.06.52 PM       Statements       Undownloaded         20230531_6_D019_CC_ZC0003000000000000000000000000000000							Search	
EXRT_C0SB_20220607 BBF         607/2023 655.39 AM         FX rates         Under The file cannot be downloaded, you do           EXRT_C0SB_20220606 BBF         666/2023 452.18 PM         FX rates         Undermitoaded           EXRT_C0SB_20220606 BBF         666/2023 452.18 PM         FX rates         Undermitoaded           EXRT_C0SB_20220606 BBF         665/2023 450.24 PM         FX rates         Undermitoaded           EXRT_C0SB_20220605 BBF         665/2023 450.24 PM         FX rates         Undermitoaded           34540662_20230531_5_MUKB pdr         65/2023 3.30.25 PM         Statements         Undormitoaded           34540662_20230531_5_MUKB xml         615/2023 3.30.89 PM         Data statements         Undormitoaded           34540670_20230531_6_DC/28 bd         615/2023 2.06.52 PM         Statements         Undormitoaded           20230531_6_016_0C/26 bd         615/2023 2.06.52 PM         Statements         Undormitoaded			age (0)		Creation date			
Extr         Coll         Coll <th< th=""><th></th><th>EXRT_CSOB_202306</th><th>07.BBF</th><th></th><th>6/7/2023 6:55:39 AM</th><th></th><th></th><th></th></th<>		EXRT_CSOB_202306	07.BBF		6/7/2023 6:55:39 AM			
EXRT_CS0B_20230606 BBF         6/6/2023 65 80 9 AM         FX rates         Undownloaded           EXRT_CNB_20230605 BBF         6/6/2023 450 24 PM         FX rates         Undownloaded           34540682_20230531_5_MUKB pdf         6/6/2023 3.38 25 PM         Statements         Undownloaded           34540681_20230531_5_MUKB xml         6/6/2023 3.38 02 PM         Data statements         Undownloaded           34540670_20230531_5_MUKB xml         6/6/2023 2.06 52 PM         Statements         Undownloaded           34540670_20230531_6_UCZE txt         6/6/2023 2.06 52 PM         Statements         Undownloaded           20236531_0_019_CC2_C260030000000034546511.XML         6/6/2023 2.08 42 PM         Data statements         Undownloaded		EXRT_CNB_2023060	6.88F		6/6/2023 4:52:18 PM	FX rates	Unde The file cannot	be downloaded, you do no
EXRT_CNB_2023065 BBF         6/6/2023 450 24 PM         FX rates           34540662_20230531_S_MUKB.pdf         6/6/2023 3.30.25 PM         Statements         Undownloaded           34540611_20230531_S_MUKB.xml         6/6/2023 3.30.05 PM         Data statements         Undownloaded           34540670_20230531_6_UC28.txl         6/6/2023 2.06.52 PM         Statements         Undownloaded           20236531_0_019_C2C_C260030000000034540511.XML         6/6/2023 2.06.82 PM         Data statements         Undownloaded		EXRT_CSOB_202306	06.BBF		6/6/2023 6:58:09 AM	FX rates		
34540652_0230531_5_MUKB.pdf         6/5/2023_33.82 5 PM         Statements           34540651_20230531_5_MUKB.xml         6/5/2023_33.80 PM         Data statements         Undownloaded           34540670_20230531_6_D_CZB.txt         6/5/2023_2.06.52 PM         Statements         Undownloaded           20236531_0_016_CZ_CZ60030000000034540611.XML         6/5/2023_2.08.52 PM         Data statements         Undownloaded		EXRT_CNB_2023060	5.BBF		6/5/2023 4:50:24 PM	FX rates		
34546670_20230531_16_DC28 txt         6/5/2023 2.08.52 PM         Statements         Undownloaded           20236531_D_019_C2_C2C6003000000034546511.XML         6/5/2023 2.08.48 PM         Data statements         Undownloaded		34540662_20230531_	5_MUKB.pdf		6/5/2023 3:38:25 PM	Statements		
3454670_20230531_0_6_00228 bt         6/6/2023 2:06:52 PM         Statements           20230531_0_6_019_C2_C260030000000034540611.XML         6/6/2023 2:06:46 PM         Data statements         Undownloaded		34540611_20230531_	5_MUKB.xml		6/5/2023 3:38:08 PM	Data statements	Undownloaded	
		34540670_20230531	_16_DCZB.bd		6/5/2023 2:08:52 PM	Statements		
20230531_D_016_CZ_CZ19030000000034540670 XML 6/5/2023 2/08/48 PM Data statements Undownloaded		20230531_D_019_C2	_CZ60030000000034540611	XML	6/5/2023 2:08:48 PM	Data statements	Undownloaded	
		20230531_D_016_CZ	_CZ190300000000034540670	XML	6/5/2023 2:08:48 PM	Data statements	Undownloaded	

The application can also be used to manually query all available data for download from the bank. The query is sent by selecting a contract from the list, or the retrieved data can be retrieved by pressing the two arrows next to the agreement list. The files displayed in the list can be selected using the checkbox at the beginning of the line, if there it is not displayed, it may be a file, that is still being prepared on the bank's side. In this case, you can call up the service again using the two arrows icon. Another reason may be that the path to the folder for this type of data is not set yet in the application settings. Information about the reason is always displayed at the end of the line by clicking on the "I" icon. For each file, the application also displays whether the file has already been downloaded from the bank by the application or not.

**TIP:** When downloading a large number of files, it may happen that for new files the data is not yet ready for download. For example, files will appear in the list with a status of Pending. If you have such files in the list, send a query to the bank again using the two arrows next to the agreement list.

#### 4.3.3 Manual upload

CSOB BUSINE	SS CONNECTOR				Helpdes 499 900 5	k Admin CS	Log out
Dashboard     Dashboard     History     Certificates	Manual upload	ABC s.r.o.	¥				
<ul> <li>Agreements</li> <li>Settings</li> </ul>	Folder Date Contains text	All From - to	• 08.05.2023	08.06.2023	Sear		
	Select all items on this page ( File Vzorovy TXT TPS202305			Folder C-IBCWpTTXT TPS	Uptrad refected Uptrad Ready 68/2023 10 42 49 AM 1 - 1 Born Trecords	1	
	_						
	© Československá obchodní banka	8.5.			version 4.1.8   About ĈSO	Business Connector   ČSOB	CEB

On the screen Manual upload, you can check all the files available for the agreement to send to the bank, which are saved in folders for each saved setting in the application.

#### 4.3.4 Communication history

In Communication history, you can view all downloads and uploads and use the filters shown. The result is visible for a single download or upload. In case of an error, an "*I*" icon is displayed, where the detail of the error is displayed when the mouse is hovered over.

BUSINE	ESS CONNECTOR					Helpdesk Admin 499 900 500 localhost	cs
Dashboard     History	Communicati	ion history					
Certificates	Manual download N	fanual upload					
Agreements	Agreement	All	•				
Settings	Agreement	All					
	Communication	O Both direc	tions Only downloads Only uploads				
	Result		K O Error				
	Date	From - to	• 08.05.2023	ti i			
						Search	
	Datum a čas ∔	Smlouva	Soubor	Režim	Směr	Výsledek	
	08.06.2023 10:46:42	42748365	vzorovy TXT TPS20230502.bd	ruční	odesílání	🛕 Chyba 🕕	
	08.06.2023 8:00:02	42748365	20230524_D_012_CZ_CZ19030000000034540670.XML	automat	Stahování	📀 ок	
	08.06.2023 8:00:02	42748365	20230527_D_017_CZ_CZ60030000000034540611.XML	automat	Stahování	🔮 ок	
	08.06.2023 8:00:02	42748365	20230524_D_015_CZ_CZ60030000000034540611.XML	automat	Stahování	📀 ок	
	08.06.2023 8:00:02	42748365	20230527_D_014_CZ_CZ19030000000034540670.XML	automat	Stahování	🖉 ок	
	08.06.2023 8:00:02	42748365	20230527_D_006_CZ_CZ41030000000034540662 XML	automat	Stahování	📀 ок	
	08.06.2023 8:00:02	42748365	20230526_D_013_CZ_CZ19030000000034540670.XML	automat	Stahování	🖉 ок	
	08.06.2023 8:00:02	42748365	20230526_D_016_CZ_CZ60030000000034540611.XML	automat	Stahování	🖉 ок	
	08.06.2023 8:00:01	42748365	34540662_20230528_W_6_CZ.STA	automat	Stahování	📀 ок	
	08.06.2023 8:00:01	42748365	20230530_D_018_CZ_CZ600300000000034540611.XML	automat	Stahování	📀 ок	
	08.06.2023 8:00:01	42748365	20230530_D_015_CZ_CZ190300000000034540670 XML	automat	Stahování	🕑 ок	
	08.06.2023 8:00:01	42748365	34540611_20230531_5_MUK8.xml	automat	Stahování	🖉 ок	

#### 5 RENEWAL OF THE COMMUNICATION CERTIFICATE

The application displays the validity of certificates and information in case of impending expiration.

To remind you when your certificate expires, we recommend setting up an email notification in the service in the CSOB CEB portal, alternatively, set up email notifications directly in the application.

ČSOB CEB		C <sup>21</sup>	Contac 4999005	ts H	Hynek CEB První ABC s.r.o. (+ext účty),	id: 42748365 👻 CZ	Log o
< Menu	CEB Info setting	8					💼 Pri
Identity and certificates	Accounts and payments	Administration	Exchange rates	Cards	Virtual branch	Business Connector	
Authorization method limits			Chanango taxoo	Guido			ge contact details
My permissions							-
Personalization							Set
Accounts settings							
CEB Info							
Business Connector							
Service administration							
	© Československá obchodní b	anka, a. s.			Security guide	About ČSOB CEB servi	ce   www.csob.ca

CEB Info in the portal can be set in menu CEB Info settings, on the Business Connector tab. Then select Set button.

ČSOB CEB		ی ۲	<b>1</b>	Contacts 499900500 ~	Hynek CEB P ABC s.r.o. (+ext	<b>rvní</b> účty), id: 42748365 🍟	CZ	٢	Log out
< Menu	Notification s	settings for Bu	sine	ss Connecto	or				💼 Print
Identity and certificates									
Authorization method limits	Back to list								
My permissions	New notification			~	Set				
Personalization		Error during authorizatio	n (of a ba	atch)					
Accounts settings		Error during automatic in		,					
CEB Info		Server certificate expired	1						
Business Connector									
Service administration >									

On the Notification Settings screen, select the notification type Server certificate expiration.

ČSOB CEB			C I	Contacts 499900500 ~	Hynek CEB První ABC s.r.o. (+ext účty)	id: 42748365 🎽	cz 🤇	Log out
< Menu	Notification	settings fo	or Busin	ess Connecto	r			🖶 Print
Identity and certificates								
Authorization method limits	Back to list							
My permissions	New notification		e expired	~	Set			
Personalization								
Accounts settings	Contact *	<mark>e-mail</mark> ✔ C	Czech 👻		~			
CEB Info		e-mail				Cancel Save an	d add new	Finish
Business Connector		SMS				Care an	a add new	
Service administration		Application						

Then select whether you want to be notified by SMS, email, or by notification to the CEB Mobile application, choose your language and add a contact phone or email depending on the notification method you have chosen. Confirm your selection with the button *Finish*.

The application does not have a separate certificate renewal function. Therefore, to renew it is necessary to follow the same procedure as in the case of <u>obtaining a new communication certificate</u>.

## 6 ADVANCED SETTINGS

#### 6.1 Modifying application settings using configuration files

For the ability to modify advanced settings such as https protocol support for accessing the application interface or to change the ports used by application, it is possible to edit the application configuration file. The important application settings are stored in the appsettings.json file, which is in the directory where the application is installed. Never edit this file directly, as it is automatically overwritten when the application is updated, but write any additional specific settings required in the prepared appsettings.user.json file.

The above-mentioned https or port settings are in the Kestrel key. You can copy this key from appsettings.json to appsettings.user.json, where you can then make the desired changes. If you are running the application on a server and accessing it from other computers on the network, you need to change localhost to the name or address of the computer on the network.

Example of modifying a Kestrel key to set the encrypted protocol and proper port:

```
"Kestrel": {
    "Endpoints": {
        "Https": {
            "Url": "https://localhost:8443",
            "Certificate": {
                "Subject": "localhost",
                "Store": "My",
                "Location": "LocalMachine",
                "AllowInvalid": true
        }
     }
    }
}
```

By default, the service user interface is only available on the computer where the application is installed, via the localhost address. If you need access from another computer within the local network, you must set the station name in the kestrel key.

Example of modifying kestrel key for access from other computer on the local network:

```
"Kestrel": {
    "PathBase": "",
    "Endpoints": {
        "Http": {
            "Url": "http://název počítače:8080"
        }
    }
}
```

For more information about modifying Kestrel visit: <u>https://learn.microsoft.com/en-us/aspnet/core/fundamentals/</u>servers/kestrel/endpoints?view=aspnetcore-7.0#replace-the-default-certificate-from-configuration

If You need to set the notification sender address for the Business Connector to be the same as the SMTP server account you are using, you can modify this address in the SenderEmailAddress key.

```
Example of modifying mail configuration:
"NotificationConfig": {
    "SenderEmailAddress": "requiredmail@companyname.com",
    "SmtpClientTimeout": 10000,
    "ErrorNotificationLimiterMinutes": 360
}
```