

# Addiko Bank

## Addiko Business EBank

Manual for registration and login in  
Addiko Business EBank

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# Addiko Bank

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## 1. INTRODUCTION

Addiko Business EBank is intended for companies, sole proprietors and associations that want to do business with our bank in a modern and digital way. It will save you time and money, and you can provide services anytime, anywhere.

The document presents the minimum requirements for the use of Addiko business EBank, the login process with a Rekono user account and the security of Addiko Business EBank.

The images displayed in each set are for information purposes only and may differ depending on the actual content of the Addiko Business EBank online bank due to the concealment of personal data and the difficulty of displaying the entire content.

## 2. METHOD OF REGISTRATION IN ADDIKO BUSINESS EBANK

You can access the Addiko Business EBank online bank as follows:

- **with a Rekono user account** (Rekono user account is a solution for reliable and secure verification and central management of the user's electronic identification means, with which the user can enter the online bank) and
- **with the Rekono OnePass mobile application**, which provides:
  - o easier and faster access to the Rekono user account, its management and access to functionality,
  - o easier and faster confirmation and signing of payment transactions/documents that you send for signing in the Addiko Business EBank online bank.

## 3. SYSTEM SUPPORT

### 3.1 OPERATING VERSION SUPPORT - Rekono OnePass

#### Android platform

The application supports devices on the Android platform with the operating system version **4.4 (Kitkat - API level 19)** and higher.

#### iOS platform

The application supports devices on the iOS platform with operating system version **10.0** or higher.

### 3.2 MINIMUM REQUIREMENTS FOR THE USE OF ADDIKO BUSINESS EBANK

The Client is obliged to meet the minimum technical requirements for the use of the service, which are:

- Operating system: Windows 7 or later
- Web browsers:
  - Chrome: v65+
  - Mozilla Firefox: v70+
  - Edge: v80+
  - Safari: v10+

- Opera: v52+
- Adobe Acrobat Reader or Adobe Acrobat X version 10.0 or later.

## 4. REKONO USER ACCOUNT

### 4.1 What is a Rekono user account

Rekono user account (also Rekono e-identity or digital identity) is an electronic personal document of a natural person. The digital identity is provided by the company Rekono d.o.o., which takes care of the central management of the electronic identification means and is duly licensed for this.

The Rekono user account is created by the user/authorized person for Addiko Business EBank via the dedicated online process. The user can also use his Rekono account for the services of other providers that use this type of identification and does not depend on the use of the bank's digital services.

As part of the Bank's digital services, the Rekono user account is intended for a secure method of identification and verification of the identity of a natural person who accesses and uses the Addiko Business EBank online bank as a user/proxy.

You can create a Rekono user account:

- ❖ as part of the registration of the Rekono OnePass mobile application

Additional information regarding the Rekono solution is available on the website: <https://www.rekono.si/sl/domov/>.

All subsequent changes in the Rekono user account and permissions for access to Rekono services are edited by the user by logging in to Rekono by clicking on the "My rekono Profile" button on the website: <https://idp.rekono.si/ldP-RM-Front/index.htm>.

Some of the changes that the user edits in the Rekono user account are:

- forgotten password and change of password
- e-mail address,
- mobile phone number
- personal data.

## 5. USER WHO DOES NOT YET HAVE A REKONO USER ACCOUNT



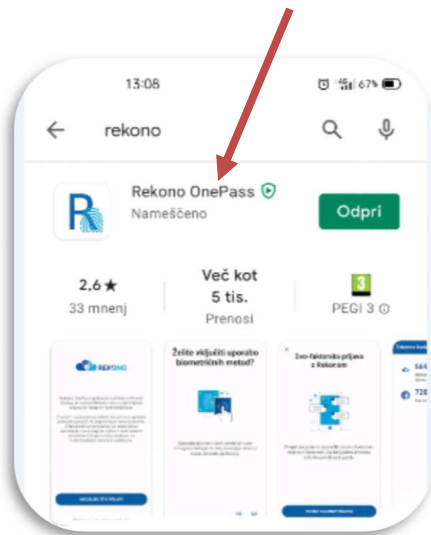
Before logging in to the Addiko Business EBank online bank, you need to install the Rekono OnePass application on your mobile phone and open a Rekono user account (if you do not already have one), which proves your personal identification for logging in and confirming transactions in Addiko Business EBank.

### Android platform

You must be signed in to the Google Play Store with your Gmail account. If you have an Android device, download the Rekono OnePass app by typing “**Rekono OnePass**” in the Google Play Store, and download the app to your device.

### iOS platform

If you have an Apple iOS device, download the Rekono OnePass app by typing “**Rekono OnePass**” in the Apple App Store, and download the app to your device.



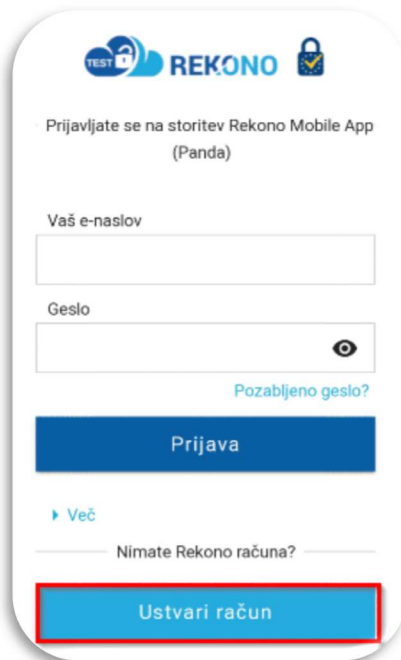
Follow the instructions for the first installation of the Rekono OnePass application on a mobile device and the instructions for registering the device in a Rekono account.

# Addiko Bank

1. Launch the application (**active internet connection required**). The screen below appears. Click »Continue to sign in« (Nadaljujte s prijavo).



2. Click the »Create Account« (Ustvari račun) button and enter your login information.



3. First enter your personal e-mail address, which you will use for each subsequent login to the online bank, and continue the process.

**Use a personal email address as you create a personal electronic identification tool.**

Set a login **password** (follow the password setup instructions), which you enter twice.

# Addiko Bank

Enter your private mobile phone number.

The phone number will serve as another factor for you to log in to your Rekono account. You will receive a one-time code on the entered mobile number during the Rekono account registration process.

Read the Terms of Use, check the box »I agree with the Terms of Use« (Strinjam se s Pogoji uporabe) and confirm with the »Next« (Naprej) button.

Vaš elektronski naslov \*

Geslo \*

Vsaj eno majhna črka  
Vsaj eno velika črka  
Vsaj 8 znakov  
Vsaj en poseben znak in številka

Številka mobilnega telefona \*

Strinjam se s Pogoji uporabe \*

Naprej

Prekliči

- To verify the e-mail address, you will receive a confirmation code to your e-mail address, which you enter and continue the confirmation process with the »Next« (Naprej) button.

Preverite svojo e-pošto in prejeto potrditveno kodo prepišite v spodnje polje. Nato boste prejeli enkratno kodo SMS.

E-poštna potrditvena koda \*

123456

Naprej

Prekliči

Rekono

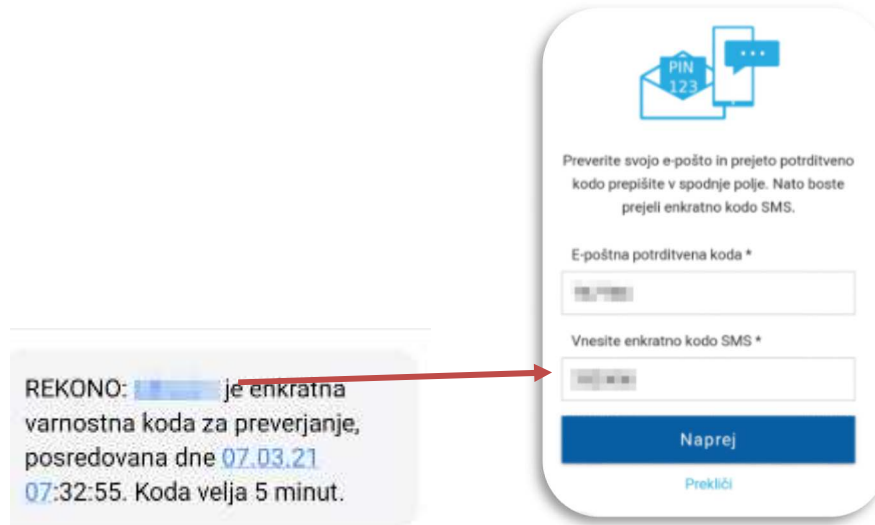
REKONO

### Registracija uporabniškega računa (DEMO SITE)

Za nadaljevanje postopka morate potrditi registracijo vašega uporabniškega računa REKONO. Registracijo boste potrdili s prepisom prejetega PINa v zato zahtevano polje v Rekono aplikaciji.

To sporočilo je poslal sistem REKONO samodejno. Če sistema v zadnjih dneh niste uporabljali ali se vam zdi, da je nekdo zlorabil vaš e-naslov, nas o tem obvestite na support@rekono.si.

- From the received SMS message, copy the unique SMS code you received to the entered mobile phone number and continue the registration by clicking on the »Next« (Naprej) button.



- You will receive a notification to your e-mail address about the successful registration of a Rekono user account.



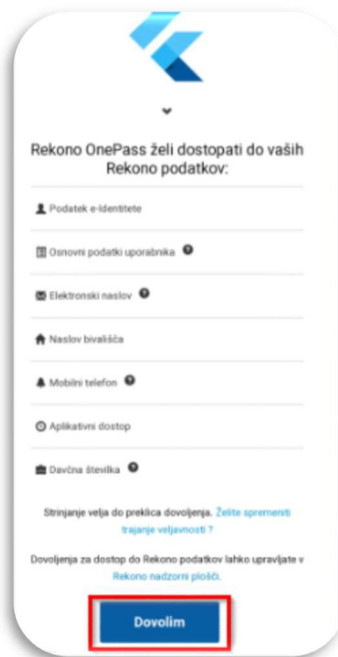
- Then the following window will appear. Click »On Service« (Na storitev).



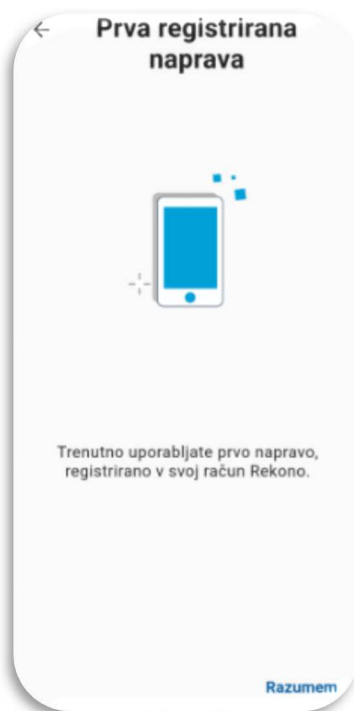
Prikaz možnosti registracije dodatnih  
prijavnih sredstev



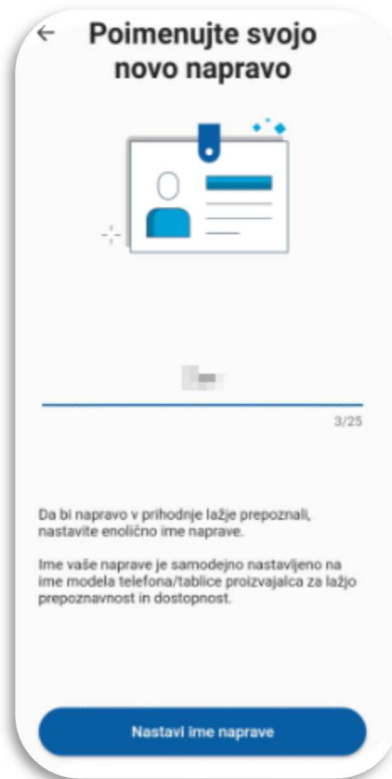
- The window below will appear with which Rekono OnePass wants to access your Rekono data. Click the »Allow« (Dovolim) button.



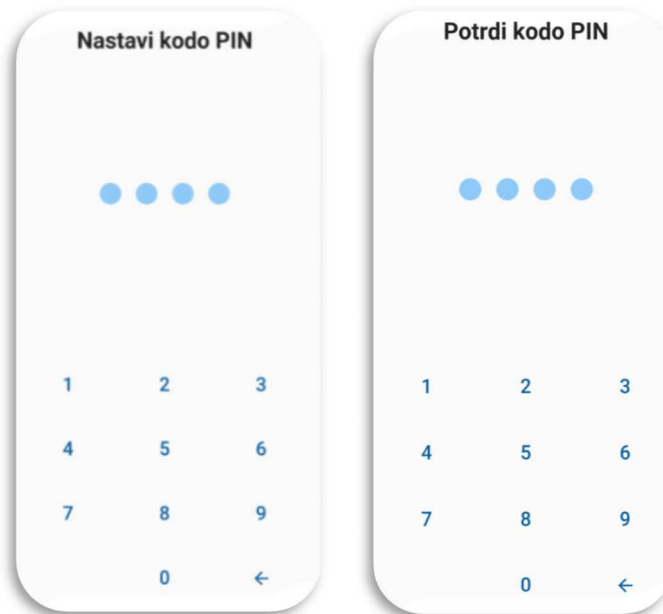
- The system then notifies you of the first registered device in the Rekono OnePass application. Click »I understand« (Razumem).



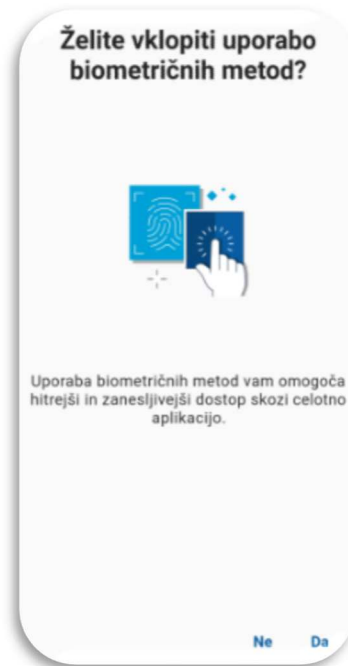
10. On the next screen, you need to name your device to better identify and manage it. Then click »Set device name« (Nastavi ime naprave).



11. In the next step, set your PIN code, which will serve as a security mechanism in the application. Then confirm the code.



12. After setting and confirming the entered PIN code, a screen appears where you can enable biometric authentication if your device supports it. Click »YES« (Da).



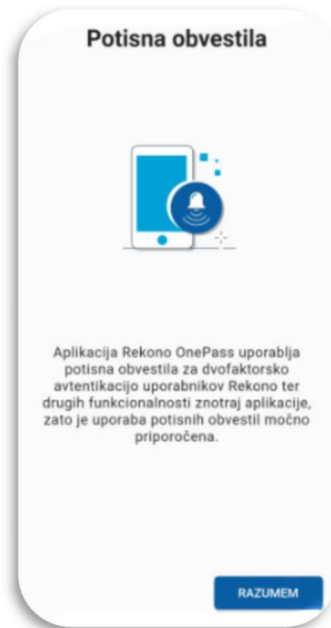
13. Enable the system to optimize the battery of your mobile device by confirming »Continue« (Nadaljуй) and clicking the »Yes« (Da) button.



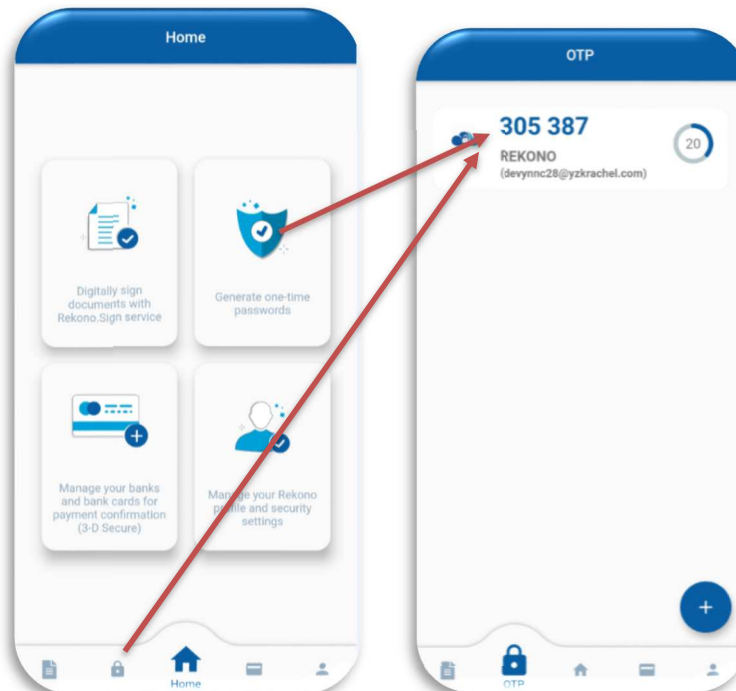
# Addiko Bank

14. In the next step, the application requires you to confirm and enable (if not already enabled) notifications in the application that are essential for push notifications in a two-factor login.

Click »I understand« (Razumem) to have the application restore the initial configuration so that the device is successfully registered in your Rekono account.



The first page of the Rekono OnePass application is displayed.



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To successfully log in to Addiko Business EBank, you must then link your Rekono account and the Addiko Business EBank online bank to your Rekono user account. Follow the steps described in **point 8** of this manual ([8. ADDIKO BUSINESS EBank REGISTRATION](#)). If you have already received the PUK code for your Rekono account, steps 10-13 in point 8 of this manual are irrelevant to you.

## 6. A USER WHO ALREADY HAS A REKONO USER ACCOUNT AND HAS NOT YET MADE A REKONO ONEPASS MOBILE APPLICATION

A user who has already created a Rekono account must also have the Rekono OnePass mobile application downloaded for the purpose of logging in to Addiko Business EBank (if he does not already have one):

### Android platform

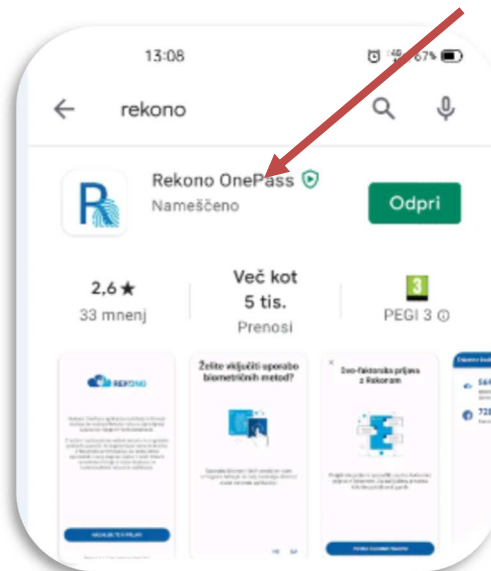
You must be signed in to the Google Play Store with your Gmail account. If you have an Android device, download the Rekono OnePass app by typing “Rekono OnePass” in the Google Play Store, and download the app to your device.

### iOS platform

If you have an Apple iOS device, download the Rekono OnePass app by typing “Rekono OnePass” in the Apple App Store, and download the app to your device.

Follow the instructions for the first installation of the Rekono OnePass application on a mobile device and the instructions for registering the device in a Rekono account.

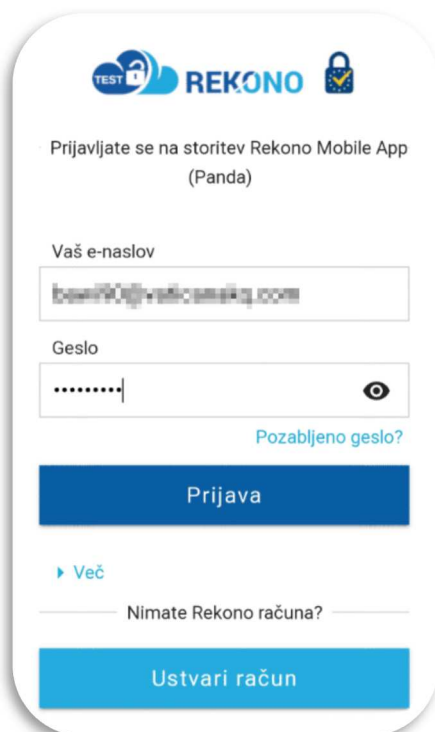
1. Launch the application (**active internet connection required**).



2. screen below appears. Click »Continue to sign in« (Nadaljujte s prijavo).



3. Enter the »Email and Password« (Vaš e-naslov) of the account account and click on the »Login« (Prijava) button.



# Addiko Bank

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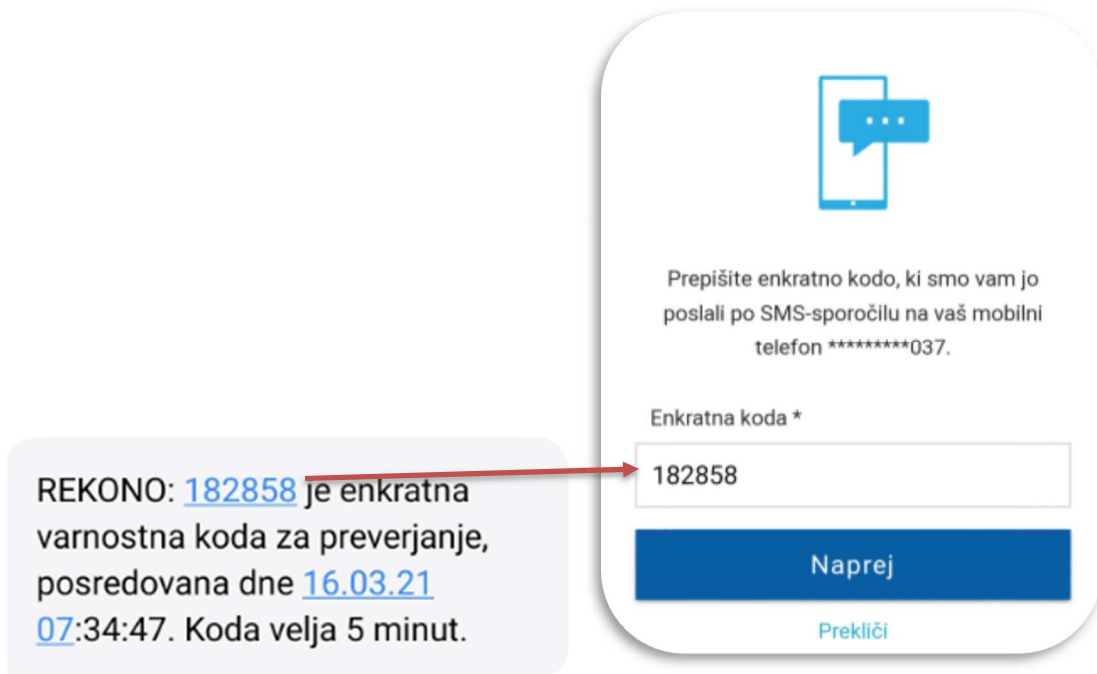
4. After entering all the data, you will be redirected to the page for choosing the login method, where you have the option to »Send SMS« (Pošlji SMS).

By selecting on:

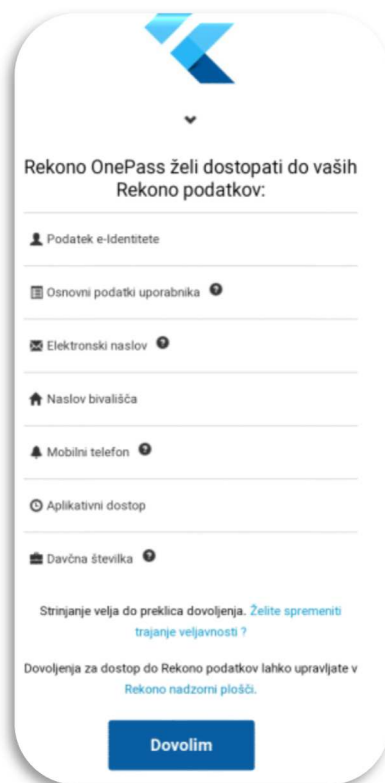
»SEND SMS«, you will copy a unique code from your mobile phone (recommended),



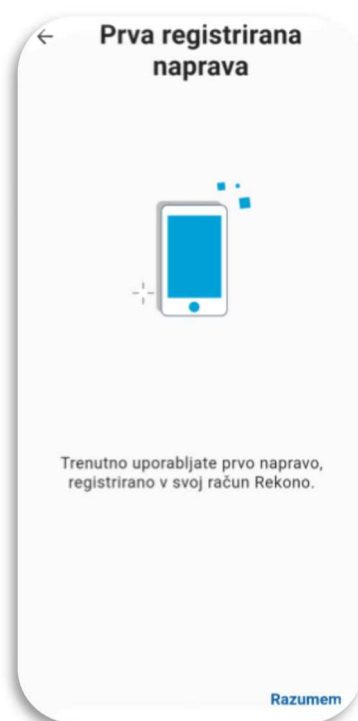
»SEND SMS« - copy the unique code that was sent to your mobile phone.



5. Rekono OnePass will ask you to access your data. Click »Allow« (Dovolim).

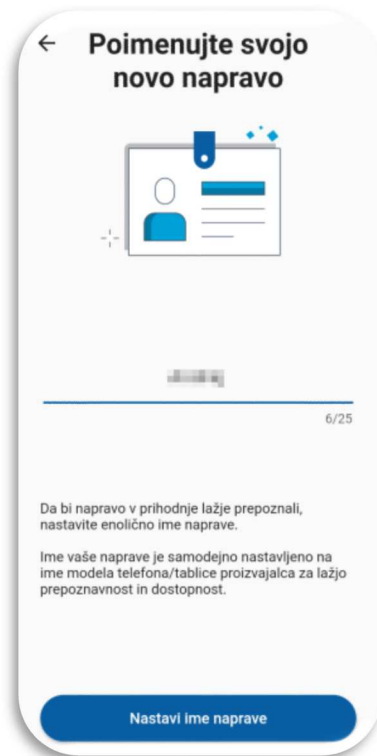


6. In the next step, you will register the mobile device in Rekono OnePass. Click »I understand« (Razumem).

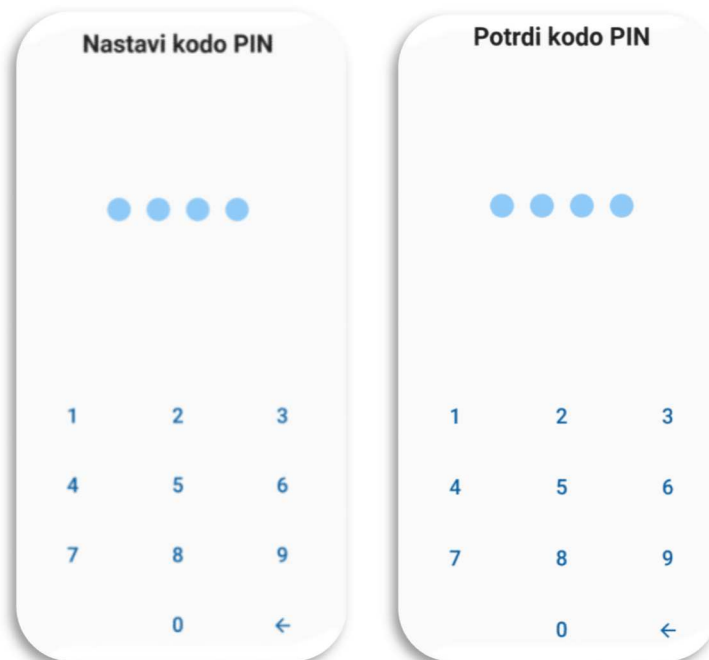




- The system will ask you to name your device, which is designed to be more recognizable and accessible. After entering the name, click »Set device name« (Nastavi ime naprave).

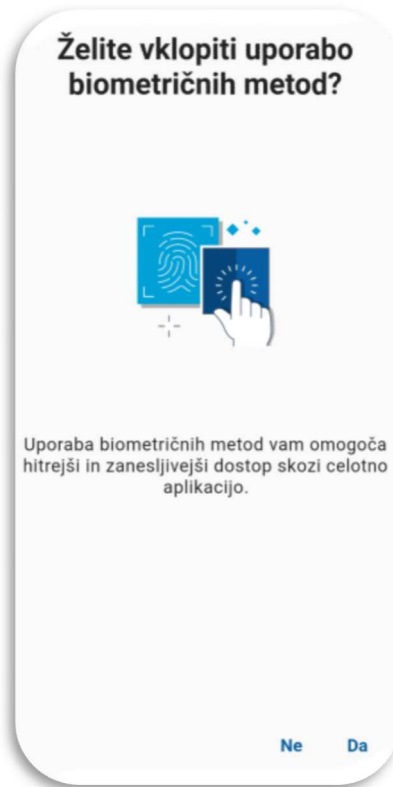


- In the next step, set your PIN, which will serve as a security mechanism in the application. Then confirm the code again.



# Addiko Bank

9. After setting and confirming the entered PIN code, a screen appears where you can enable biometric authentication if your device supports it. Click »YES« (Da).



10. Enable the system to optimize the battery of your mobile device by confirming »Continue« (Nadaljuj) and clicking the »Yes« (Da) button.



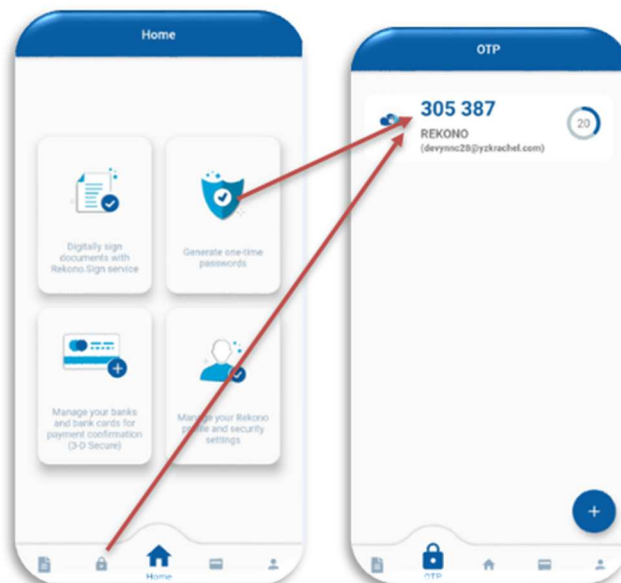
# Addiko Bank

11. In the next step, the application requires you to confirm and enable (if not already enabled) notifications in the application that are essential for push notifications in a two-factor login.

Click »I understand« (Razumem) to have the application restore the initial configuration so that the device is successfully registered in your Rekono account.



12. The first page of the Rekono OnePass application will appear.



# Addiko Bank

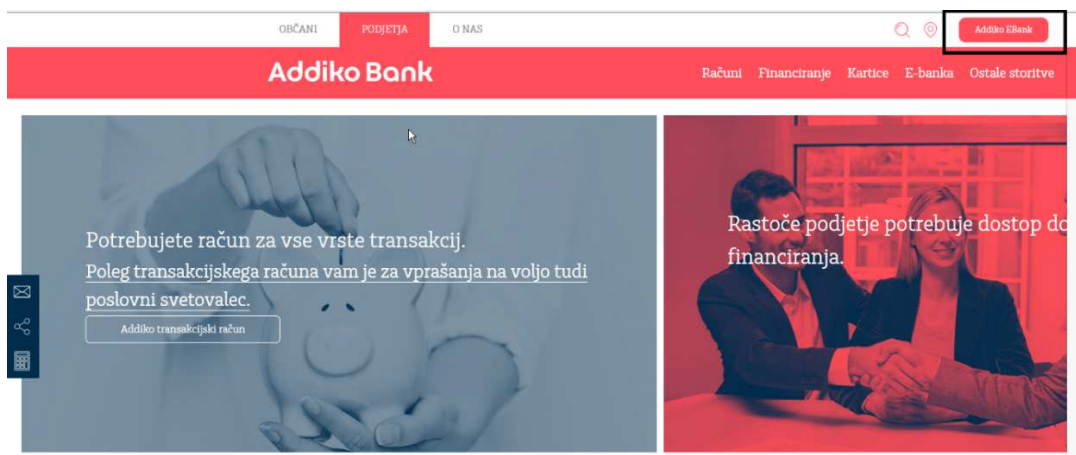
To successfully log in to Addiko Business EBank with your Rekono user account, you must then link your Rekono account and the Addiko Business EBank online bank. Follow the steps described in point 8 of this manual ([8. ADDIKO BUSINESS EBANK REGISTRATION](#)). If you have already received the PUK code for your Rekono account, steps 10-13 in point 8 of this manual are irrelevant to you.

## 7. A USER WHO ALREADY HAS A REKONO USER ACCOUNT AND A MOBILE APPLICATION REKONO ONEPASS

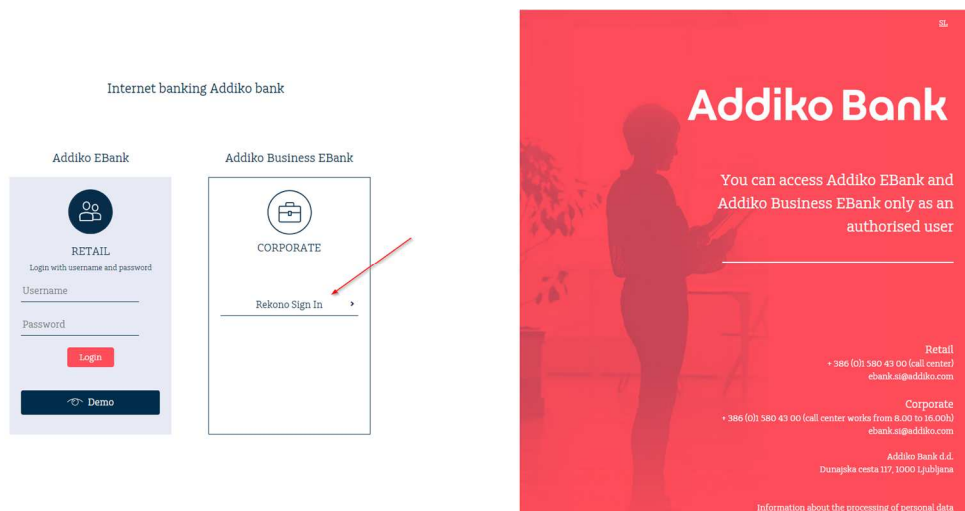
If you already have a Rekono account created and the Rekono OnePass application is loaded on your mobile device, you must follow the steps described in point 8 of this manual ([8. ADDIKO BUSINESS EBANK REGISTRATION](#)). If you have already received the PUK code for your Rekono account, steps 10-13 in point 8 of this manual are irrelevant to you.

## 8. FIRST REGISTRATION IN ADDIKO BUSINESS EBANK

Registration in the Addiko Business EBank is via the link: <https://ebank.addiko.si/>)

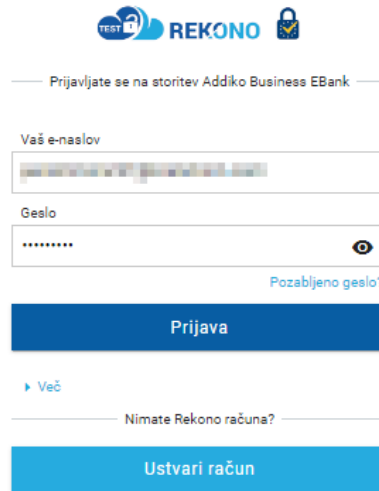


1. Click on the »Rakono Sign In« button.



# Addiko Bank

- The system will then redirect you to the Rekono service provider's website. Please enter »**email address and Password**« (Vaš e-naslov in Geslo) you used to create the Rekono account and click the »**Login**« (Prijava) button.



TEST REKONO

Prijavljate se na storitev Addiko Business EBank

Vaš e-naslov

Geslo

[Pozabljeno geslo?](#)

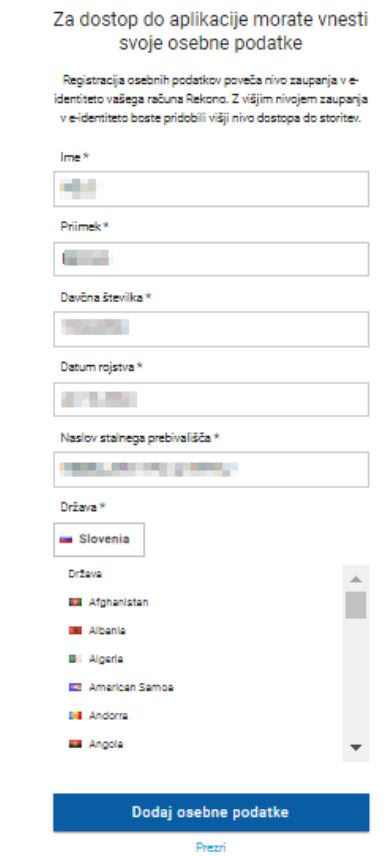
**Prijava**

[Več](#)

Nimate Rekono računa?

**Ustvari račun**

- To access the application, you must enter your personal information and click on the »**Add personal information**« (Dodaj osebne podatke) button. Enter the correct data, as the Rekono system is connected to the FURS system and the bank's system, where the correctness of the entered data is also checked.



Za dostop do aplikacije morate vnesti svoje osebne podatke

Registracija osebnih podatkov poveča nivo zaupanja v e-identiteto vašega računa Rekono. Z višjim nivojem zaupanja v e-identiteto boste pridobili višji nivo dostopa do storitev.

Ime \*

Preimek \*

Devčna številka \*

Datum rojstva \*

Naslov stalnega prebivališča \*

Država \*

Slovenija

Država

- Afghanistan
- Albanija
- Algerija
- American Samoa
- Andorja
- Angola

**Dodaj osebne podatke**

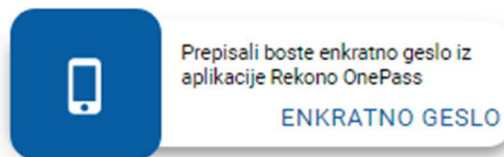
[Prezri](#)

4. After entering all the data, you will be redirected to the login method selection page, where you have a **One-Time Code**.

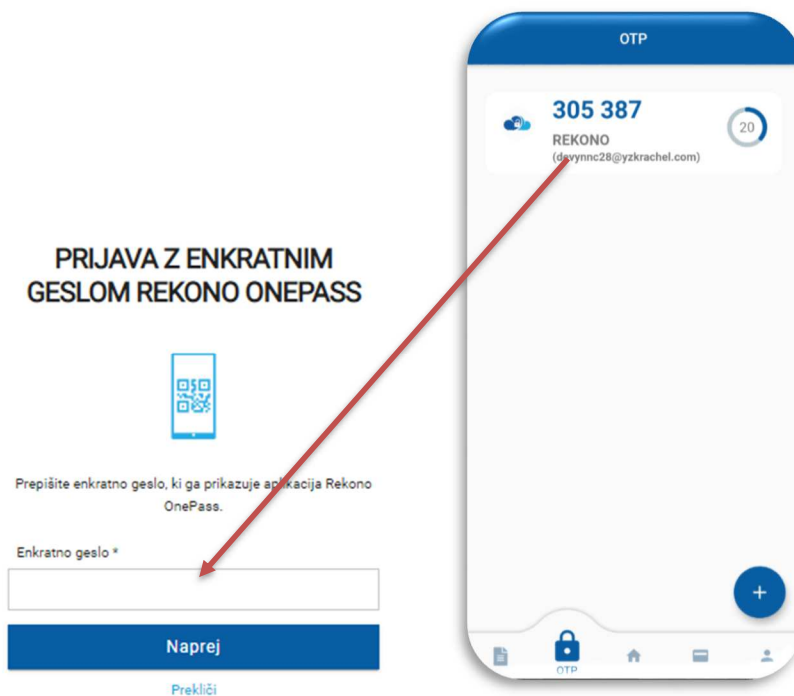
By selecting on:

»**ONE-TIME PASSWORD**« (ENKRATNO GESLO), you will copy a one-time code from the **Rekono OnePass** mobile application. A new one-time code is generated every 30 seconds.

## IZBERITE NAČIN PRIJAVE



### ONE-TIME PASSWORD (ENKRATNO GESLO)



# Addiko Bank

5. Allow Addiko Business EBank services to access your Rekono data by clicking the »Allow« (Dovolim) button.

Addiko Business EBank želi dostopati do vaših Rekono podatkov:

Podatek e-Identitete

Osnovni podatki uporabnika

Elektronski naslov

Naslov bivališča

Mobilni telefon

Aplikativni dostop

Davčna številka

Strinjanje veja do preklica dovoljenja. [Zelite spremeniti trajanje veljavnosti?](#)

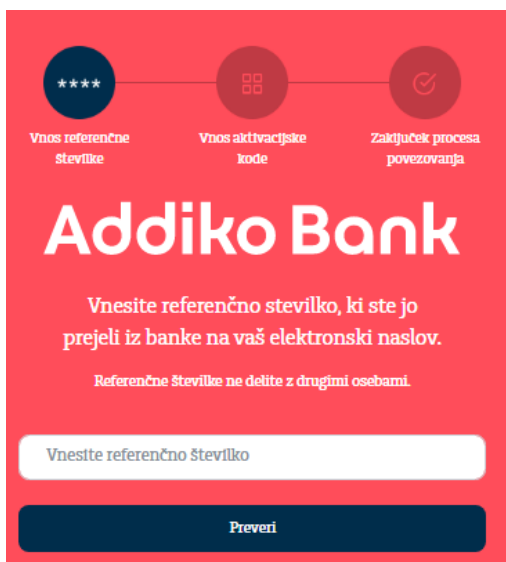
Dovoljenja za dostop do Rekono podatkov lahko upravljate v [Rekono nadzorni plošči](#).

**Dovolim**

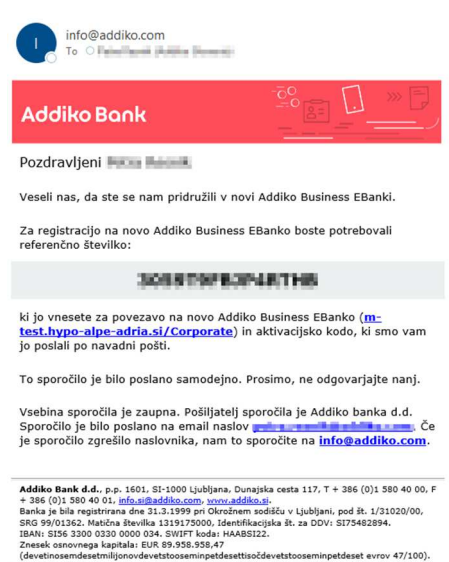
Preusmerjeni boste na naslednjo stran:

<https://m-test.hypo-alpe-adria.si/0AuthServerCorp/Login/RekonoCallback>

6. Enter the reference number provided by Addiko bank d.d. received to your e-mail address when submitting a request to use Addiko Business EBank, and by clicking on the »Check« (Preveri) button, check the entered code.



Registration screen for Addiko Bank. It features three circular icons at the top: a star for 'Vnos referenčne številke', a grid for 'Vnos aktivacijske kode', and a checkmark for 'Zaključek procesa povezovanja'. The main heading is 'Addiko Bank' in large white letters on a red background. Below it, the text reads: 'Vnesite referenčno številko, ki ste jo prejeli iz banke na vaš elektronski naslov.' and 'Referenčne številke ne delite z drugimi osebami.' At the bottom, there is a white input field labeled 'Vnesite referenčno številko' and a dark red button labeled 'Preveri'.



Email confirmation screen from Addiko Bank. The header shows 'Addiko Bank' and 'Pozdravljeni'. The main text says: 'Veseli nas, da ste se nam pridružili v novi Addiko Business EBanki. Za registracijo na novo Addiko Business EBanko boste potrebovali referenčno številko: [redacted]'. Below this, it asks the user to enter the reference number for activation. At the bottom, there is a footer with contact information for Addiko Bank d.d., including address, phone, email, website, and legal details.

# Addiko Bank

- From Addiko bank d.d. to your address you will receive **by ordinary mail** an activation code, which you will copy in the appropriate box and check the entered code by clicking on the **»Check«** (Preveri) button.

Vnos referenčne številke

Vnos aktivacijske kode

Zaključek procesa povezovanja

## Addiko Bank

Vnesite aktivacijsko kodo, ki ste jo prejeli iz banke na vaš naslov.

Aktivacijske kode ne delite z drugimi osebami.

Preveri

Ljubljana, 07.03.2021.

Zadeva: Aktivacijska koda za aktivacijo Addiko Business EBank

**Spoštovani!**  
Obveščamo vas, da je Addiko banka d.d. od vas prejela Pooblastilo za uporabo storitve Addiko Business EBank. Uporabniški račun bo aktiviran, ko ga boste ustrezno potrdili.

Koda za aktivacijo elektronske banke:

**33 6297864411-476**

Koda bo veljavna do 06.04.2021. Če uporabniškega računa v tem času ne boste aktivirali, boste morali kontaktirati svojega skrbnika.

Če postopka registracije niste izvedli vi ali niste seznanjeni s njegovo uporabo, vam ni potrebno storiti ničesar.

V primeru dodatnih vprašanj ali težav pri aktivaciji uporabniškega računa se obrnite na tehnično podporo na elektronski naslov [info@addiko.com](mailto:info@addiko.com).

S spoštovanjem,  
Addiko banka d.d.

Prosimo vas, da prejete kode ne posredujete naprej in je ne delite s nikomer. Banka vas ne bo nikoli kontaktirala s prošnjo, da jo raskrijete.

If you have successfully linked your Rekon account with Addiko Business EBank, you will receive the message below. Please click on **»Go to the access page«** (Na vstopno stran).

## Addiko Bank

✓

**Uspešno ste povezali vaš Rekon račun z Addiko Business EBank.**

Prosimo vas, da se v naslednjem koraku ponovno prijavite. Po prijavi boste preusmerjeni v Addiko Business EBank

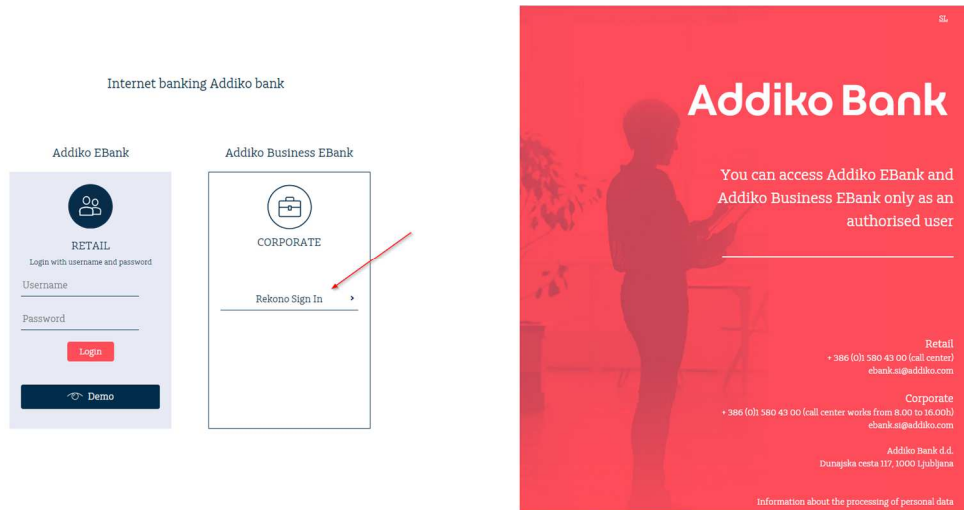
Na vstopno stran



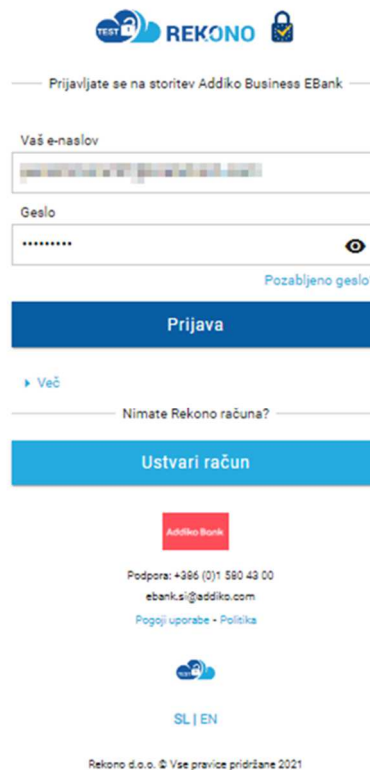
# Addiko Bank

- The system will automatically redirect you to the login page for logging in to Addiko Business EBank with the Rekono login. Click on **"Rekono Sign In"**.

You will receive a message from the Rekono system on your e-mail address about raising the level of trust in your Rekono personal identification device to a high level.



- Re-enter the login information (email and password you used to create the Rekono user account) and click on **»Login«** (Prijava).



10. In the next procedure, you will receive a **PUK code** from Rekono, with which you will secure your account and have the option to reset your password. Confirm with the »Next to PUK« (Naprej na PUK) button.



11. Write the word **RAZUMEM** in the instructions field and confirm with the »Next« (Naprej) button.

**Be sure to save or copy the PUK code to a safe place, as you will need it to continue the process. You will also need the PUK code in the password reset process in case you forget your password.**

## KODA PUK ZA PONASTAVITEV GESLA



Koda PUK: **7890123456**

Na zaslon smo vam izpisali kodo PUK za ponastavitev gesla. Kodo shranite na varno mesto, saj jo boste potrebovali, če pozabite geslo. Če se strinjate z napisanim, prepišite besedo RAZUMEM v spodaj prikazano okno.

Napišite RAZUMEM za nadaljevanje \*

RAZUMEM

Pozor! V naslednjem koraku boste morali prejeto kodo PUK prepisati, zato poskrbite, da imate dostop do shranjene kode PUK.

**Naprej**

[Prekliči](#)

12. Enter the **PUK code** you received in the previous step. Confirm with the »Next« (Naprej) button.

**KODA PUK ZA PONAŠTAVITEV  
GESLA**

1 ————— 2  
POGOJI UPORABE      GENERIRANJE KODE PUK

Ponovno vnesite generirano PUK kodo \*

**Naprej**

[Nazaj - Prekliči](#)

13. After entering the PUK code, you will select the login method again.

**IZBERITE NAČIN PRIJAVE**



Prepisali boste enkratno geslo iz aplikacije Rekono OnePass

ENKRATNO GESLO



Prejeli boste potisno obvestilo na svojo mobilno napravo

ONEPASS PRIJAVA

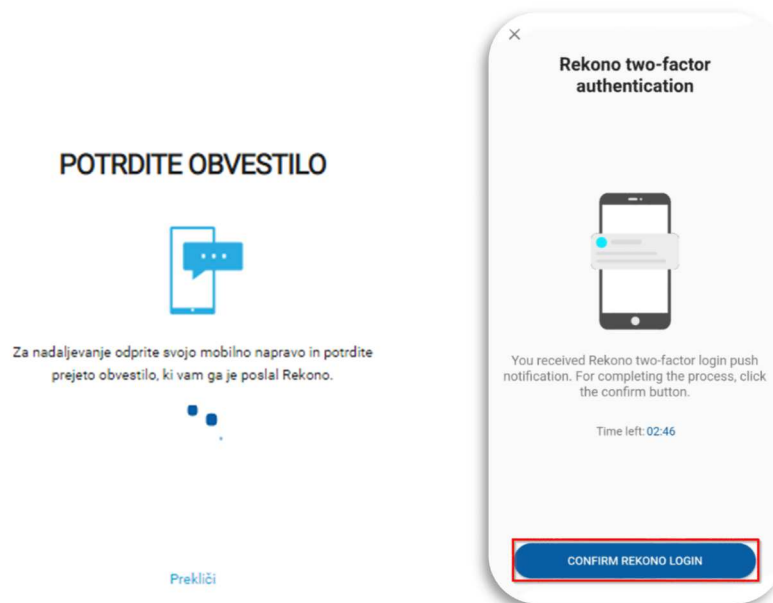
You can choose from options you've previously edited:

**ONE-TIME PASSWORD** - In the Rekono OnePass application, select a window to display a one-time code. Write the code in the »One-time password« (Enkratno geslo) field.

# Addiko Bank



**ONEPASS LOGIN** - If you have successfully installed and activated the Rekono OnePass application, you will receive a push message on your mobile phone to »Confirm Rekono login«.



14. The system will then automatically redirect you to Addiko Business EBank.

# Addiko Bank

The screenshot shows the Addiko Bank dashboard. On the left is a navigation menu with options like Dashboard, Accounts, Payments, eDocuments, Cards, Term deposit, eFinance, Documents, Documents for signing, Messages, and Settings. The main area displays account information for two companies: PARTNER\_103361 and PARTNER\_103362. Each company has accounts in EUR, USD, and HRK, with their respective balances and 'Make a payment' buttons. A red circular button on the right says 'Click for extras'. The top right shows the user is logged in as 'last login: 10/18/2021 14:04'.

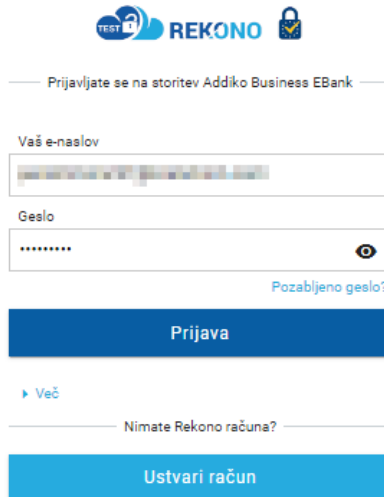
## 9. ANY FURTHER APPLICATION WITH REEKONO

1. Log in to Addiko Business EBank by clicking on the »Rekono Sign In« button.

This block compares the login screens for Addiko EBank (Retail) and Addiko Business EBank (Corporate). The Retail screen has fields for Username and Password, a Login button, and a Demo button. The Corporate screen has a 'Rekono Sign In' button with a red arrow pointing to it. The text 'Internet banking Addiko bank' is at the top.

The banner features the Addiko Bank logo and the text: 'You can access Addiko EBank and Addiko Business EBank only as an authorised user'. It includes contact information for Retail (+386 (0)1 580 43 00) and Corporate (+386 (0)1 580 43 00) and the Addiko Bank d.d. address in Ljubljana. A small 'SI' icon is in the top right corner.

2. Enter the Recono user account and password and click »Login« (Prijava).



TEST REKONO

Prijavljate se na storitev Addiko Business EBank

Vaš e-naslov

Geslo

Pozabljeno geslo?

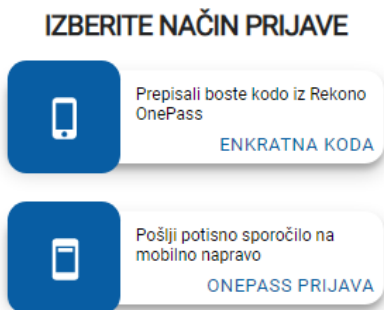
Prijava

Več

Nimate Recono računa?

Ustvari račun

3. Select a login method.



IZBERITE NAČIN PRIJAVE

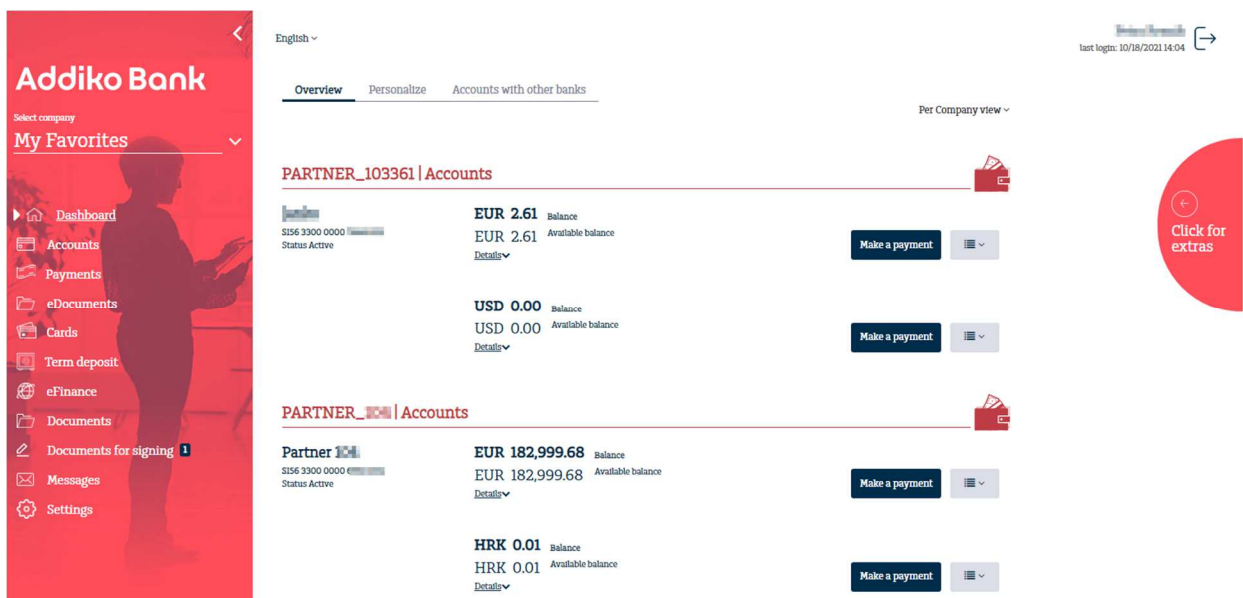
Prepisali boste kodo iz Recono OnePass

ENKRATNA KODA

Pošlji potisno sporočilo na mobilno napravo

ONEPASS PRIJAVA

4. After confirming the application method, you will be redirected to Addiko Business EBank.



English

test login: 10/18/2021 14:04

Overview Personalize Accounts with other banks

Per Company view

PARTNER\_103361 | Accounts

S156 3300 0000	EUR 2.61	Balance	EUR 2.61	Available balance	Make a payment
Status Active				Details	
	USD 0.00	Balance	USD 0.00	Available balance	Make a payment
				Details	

PARTNER\_103361 | Accounts

Partner	EUR 182,999.68	Balance	EUR 182,999.68	Available balance	Make a payment
S156 3300 0000				Details	
Status Active					
	HRK 0.01	Balance	HRK 0.01	Available balance	Make a payment
				Details	

My Favorites

- Dashboard
- Accounts
- Payments
- eDocuments
- Cards
- Term deposit
- eFinance
- Documents
- Documents for signing
- Messages
- Settings

Click for extras