WESTconsin Business Connect
Security Token Setup Guide

The following instructions will provide you with details on how to set up a Security Token for verification within Business Connect. If you have any questions or need additional assistance, please reach out to Business Services directly. If you are a business owner and would like to apply for Business Connect, CLICK HERE. If you are a business that currently uses Business Connect and have questions, CLICK HERE.

INFO

A Security Token is a form of verification that a business can use when accessing *WEST*consin Business Connect and when approving ACH transactions and Wires. Security Tokens are optional to setup and use unless the Primary Business Administrator elects to require this on the *WEST*consin Business Connect Account when completing the Business Connect Application or by completing a Business Connect Maintenance Form. If elected to be required, all Business Administrators and Business Users making ACH and Wire requests need to use Security Tokens. Either a PC/laptop or mobile device can be used to connect the Security Token to *WEST*consin Business Connect and needs to be used to access the Security Token when making approvals. Follow the below steps to establish a Security Token for a new PC/laptop or mobile device.

Connecting Your VIP Token:
1. **Login** to WESTconsin Business Connect > **go** to "My Settings"
2. **Scroll** to "Login & Security" > **click** "Update" next to "Security Options"
3. **Find** VIP Access section
4. **Enter** the Credential ID into the field
   - Learn about tokens via the top link Reference: https://idprotect.vip.symantec.com/
   - Download the app:
     - Computer - **click** the "How do I get a VIP Token?" link;
       go to: https://idprotect.vip.symantec.com/
     - Mobile Device - go to the app store and download the **VIP Access** Mobile App

VIP Access App download in Play Store for Android
(Looks similar in App Store for iPhones)

VIP Access App open on Android phone
(Looks similar on iPhones)