

CIMB Biz User Guide

Mobile First Time Login (EN)

Ver 1.2 (December 2024)

MOVING FORWARD WITH YOU



Preparations and Requirements

- The First Time Login (FTL) Mobile process requires to use the mobile app ONLY.
 Please ensure that you have your mobile phone (with the mobile number registered with CIMB) with you for the FTL process:
 - Web app: <u>https://www.cimbbiz.com.my/digital/web/gl/bfo/login</u>
 - You can access the web app using either of the following web browser applications:



• **Mobile app:** Google Play store, Apple AppStore or Huawei App Gallery search for CIMB Biz. (Ensure that your minimum Android version is 10.0 and Apple iOS is 14.0)



- 2. The First Time Login registration process will begin from the mobile app.
- 3. Users will need to have the following details for the FTL (First Time Login) process to begin:
 - Company ID (as per your Company ID in BizChannel@CIMB)
 - User ID (as per your User ID in BizChannel@CIMB)
- 4. After completing the First Time Login Mobile process, there will be a **cooldown period of** <u>12 hours</u>, after which you will be able to access the application.

First Time Login Mobile (1 of 8)



STEPS

- Download and launch the CIMB Biz Mobile Application.
- 2 From the login page, click on the **First Time Login** button.

First Time Login Mobile (2 of 8)



STEPS

3 Instructions will be provided before performing the First Time Login process.



Then, click on Next.

First Time Login Mobile (3 of 8)



STEPS

5 Key in your Company and User ID

6 Once the details has been keyed in, click on the **Next** button.

First Time Login Mobile (4 of 8)



STEPS

Next, an **SMS OTP** will be sent to your registered mobile number. (Click on the Request OTP button

(Click on the Request OTP button if you are unable to receive the SMS)

Once received, please **key in the OTP number**.

8

7

Then, click on the **Proceed** button.

First Time Login Mobile (5 of 8)



STEPS

9 Next, enter and confirm the Secure Word.

Note:

Secure Word must contain 8 to 20 characters without space or any special characters.

10

Enter and confirm a **New Password**.

Note:

Password must contain:

- 8 to 16 characters without space
- Alphabets with lower and uppercase
- Numbers
- 1 Once all the details has been filled up, click on the **Next** button.

First Time Login Mobile (6 of 8)



STEPS

Reconfirm on the displayed Company and User ID.



Then, click on Next.

First Time Login Mobile (7 of 8)



STEPS



15 Once done, click on the **Next** button.

First Time Login Mobile (8 of 8)



STEPS

16 After that, a **12-hours cooling period** will be implemented.

(Only applied when performing FTL for the first time)

Once the cooling period has been passed, you may proceed to login to the CIMB Biz.

For more info:

Please visit <u>https://www.cimb.com.my/cimbbiz</u>

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