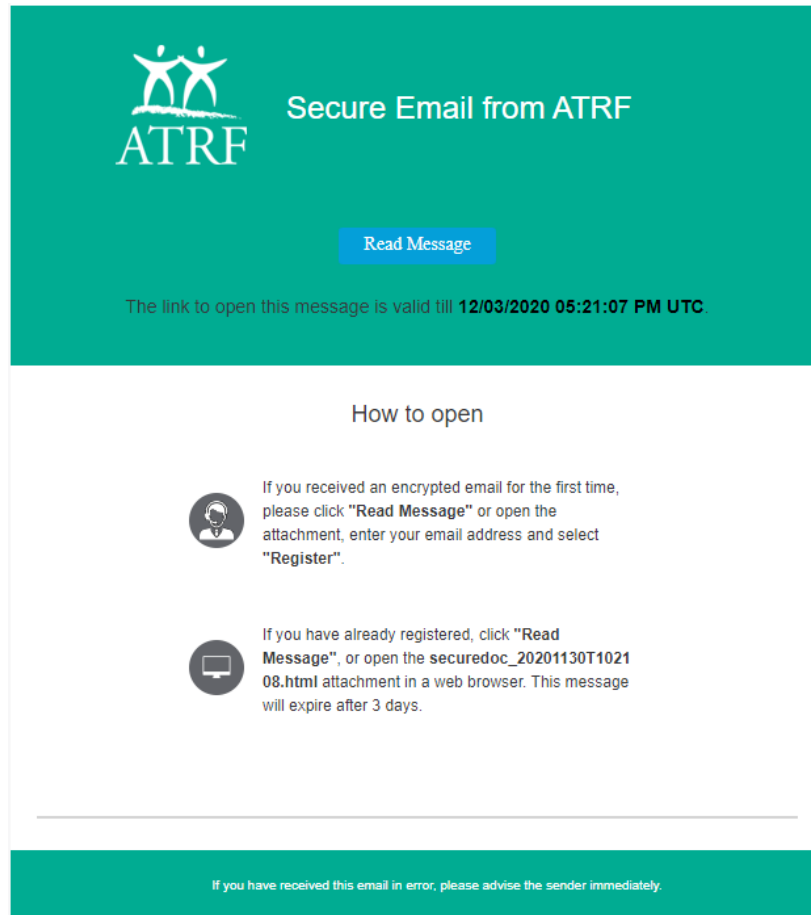


The Plan Member Receives an Encrypted Email from ATRF:

- You have received an encrypted email and see the following template in your inbox.



- The first time you receive an encrypted email through this system at the associated email address, you will need to register an account. This means registering the email account that you use to receive emails from ATRF. It is a one-time registration where you enter your first name, last name, and create a password for opening encrypted emails.

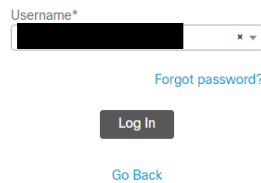
Note: If you change your email account, you will need to go through the registration process again to register your new email address.

Alberta Teachers' Retirement Fund Board

600 Barnett House, 11010 142 Street NW, Edmonton AB T5N 2R1

- Click on “Read Message” and the following screen will appear. Your username will be your email address.

Registered Envelope Service



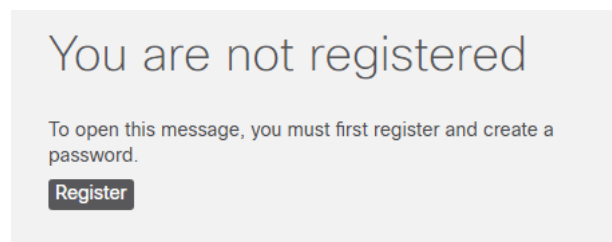
Username*
[Redacted] x

[Forgot password?](#)

Log In

[Go Back](#)

- Click on “Log In”.
- The following screen will display, click “Register”.

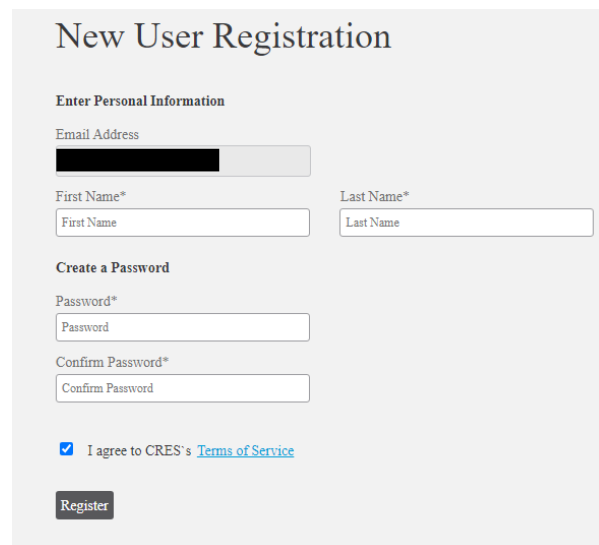


You are not registered

To open this message, you must first register and create a password.

Register

- This is where you will enter your first name, last name, and create a password to access encrypted emails.
- Once the information is entered, click the check box beside “I agree to CRES’s Terms of Service” and then click “Register”.



New User Registration

Enter Personal Information

Email Address
[Redacted]

First Name* Last Name*
First Name Last Name

Create a Password

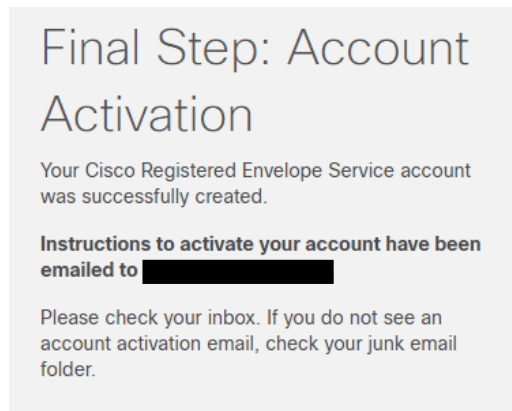
Password*
Password

Confirm Password*
Confirm Password

I agree to CRES's [Terms of Service](#)

Register

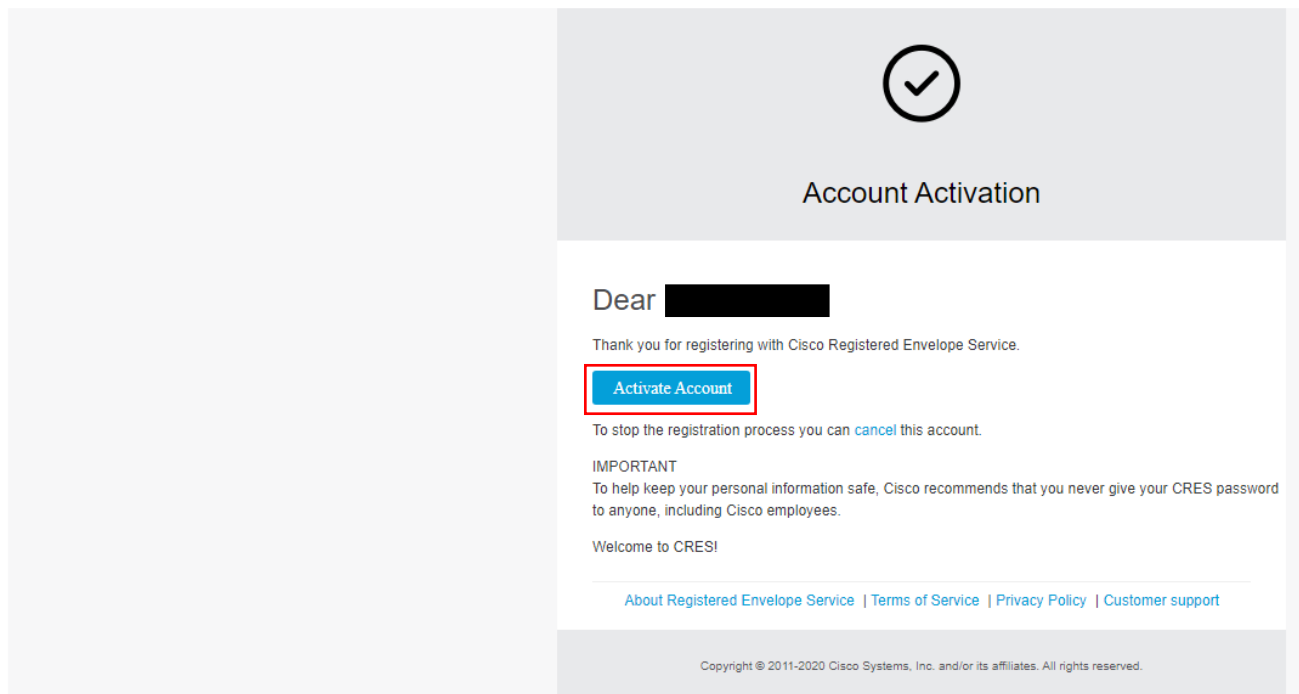
- An email will be sent to your account to complete the final step for activation.



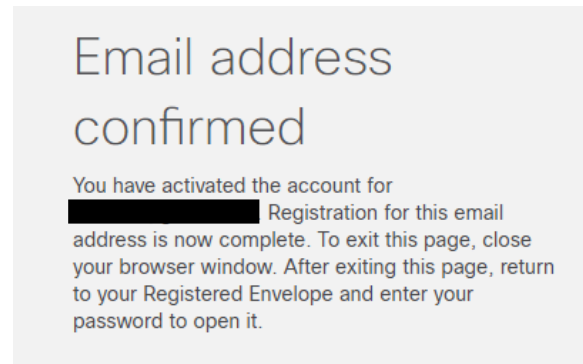
- You will receive the following email, click on “Activate Account” to complete the registration process.

Please activate with CRES Inbox x

CRES Do Not Reply <DoNotReply@res.cisco.com>
to me ▾



- The following screen will appear confirming your email account is now activated.



- Return to the encrypted email that was sent from ATRF and click "Read Message". Click on "Log In" and enter the password you created during the registration process to view the email.

Note: You will have three days to open the email before the expiry date is reached. If the email expires, please reach out to ATRF and we will extend the expiration window or resend the email.

Registered Envelope Service

Username*

Password

[Forgot password?](#)

[Go Back](#)