



Start and Stop the OTCnet Local Bridge (OLB) Application



Application Tip

The OTCnet Local Bridge (OLB) application is required for OTCnet Online users performing terminal configuration, check capture, check processing operations and card processing. If you are a **Check Capture Administrator, Check Capture Supervisor, Check Capture Lead Operator, Check Capture Operator, Card Operator** or **Card Administrator**, the OLB application must be started on the terminal to perform these operations.

Before starting the OLB application, ensure the following steps have been completed in this order:

- The **Check Capture Administrator** and **Card Administrator** downloaded the OLB application
- The OLB certificate is installed on the terminal (for OLB versions 1.2.0 and below)
- The OLB application is installed on the terminal
- Each user has created their OLB profile, ensuring that the OLB credential file was **not** renamed (the file name remained the same as it was generated)
- Each user has imported their OLB credentials to the terminal

For step-by-step instructions, refer to the *Download the OTCnet Local Bridge (OLB) Application, Install the OTCnet Local Bridge (OLB) Certificate, Install the OTCnet Local Bridge (OLB) Application, Create the OTCnet Local Bridge (OLB) Profile, and Import OTCnet Local Bridge (OLB) Credentials* printable job aids.



Application Tip

There is no “timeout” with the OLB application (i.e., a suspension or break in OTCnet activity). Therefore, the OLB application will stay connected unless one of the following occurs:

- The user logs out of the workstation (Windows session)
- The terminal is restarted or rebooted
- The user stops the OLB application on the terminal



Application Tip

If a user logs in to perform terminal configuration, check processing, check capture operations, or card processing, and the OLB application has not been started, the user will receive the following message:
“*Terminal detection failed. Please ensure that the OLB application is running.*”

To start the OTCnet Local Bridge (OLB) application, complete the following steps:

1. Double-click the **Start OTCnet Local Bridge** icon located on the terminal’s desktop.

Or

Click **Start>Programs>Start OTCnet Local Bridge**.



Application Tip

If the icon does not reside in either location, contact your **Card Administrator** or **Check Capture Administrator**. They can help complete the steps required to install the OLB application on the card terminal, and install the OLB Application and the OLB certificate (for OLB versions 1.2.0 and below) for the check capture terminal, create your OLB profile, and import your OLB credentials..



Application Tip

If the OLB application has already been started on the terminal, you will receive an *OTCnet Local Bridge Application is already running* message.

2. The *OTCnet Local Bridge Startup* page appears. Enter your **User ID** and **Password** in the appropriate text boxes.



Application Tip

Note that this password is the same password entered when you created your OLB profile. The criteria for this password include the following:

- Must be at least 12 characters long
- Must contain at least one upper case letter
- Must contain at least one lower case letter
- Must contain at least one numeric character
- Must not have more than two repeating characters
- Must not repeat any of your last ten passwords
- Must not have been your password during the last ten days
- Must not be a word in a language, slang, dialect, or jargon
- Must not be related to personal identity, history, environment, or other personal associations
- Must not be shared or displayed in plain view

3. Click **Log In**.



Application Tip

If you click **Cancel**, the *Are you sure you want to exit* message appears. Click **Yes** to cancel the OLB startup. Click **No** to return to the *OTCnet Local Bridge Startup* page.

4. A *Login Successful. OTCnet Local Bridge Application Started* message appears. Click **OK**.

Once you have successfully started the OLB application, you can proceed to log in to OTCnet Online.



Application Tip

For details on logging in to OTCnet Online, refer to the *Log In to OTCnet Online for the First Time* and *Log In to OTCnet Online* printable job aids.



Application Tip

To stop the OLB application, double-click the **Stop OTCnet Local Bridge** icon located on the terminal's desktop.

Or

Click **Start>Programs>Stop OTCnet Local Bridge**.

A *Stop OTCnet Local Bridge* window and an *Are you sure you want to stop the OTCnet Local Bridge Application?* message appear. Click **Yes**.

If you click **No**, the *Are you sure you want to stop the OTCnet Local Bridge Application?* message closes, and the OLB application remains running.

Stopping the OLB application ensures the application is completely closed and that your OTCnet session is terminated securely.



Application Tip

Before you can uninstall the OLB application, you must first stop the OLB application. If the OLB application has been started on the terminal, ensure that it is stopped before uninstalling the application.

For information on installing and uninstalling the OLB application, refer to the *Install the OTCnet Local Bridge (OLB) Application* printable job aid.