



ARTL

IT Requirements

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Introduction

The purpose of this booklet is to assist ARTL users with their IT requirements for ARTL and explain why some websites have to be accessed during the set up of ARTL.

ARTL users' IT systems have to meet a few minimum requirements.

These are in respect of:

- hardware
- software required for application of digital signatures
- operating system
- browser software
- connection to the Internet

Hardware

ARTL will not have significant requirements for disc space on the computer. Any PC which has the capacity to run the software referred to in this booklet should be suitable for use with ARTL.

Smartcard Readers

Any ARTL user who needs the capability to sign digital deeds will require a smartcard reader.

This is a small device similar to chip and pin readers which plugs into a PC USB port and allows verification of your digital signature smartcard.

ARTL users who are part of a network will need to make sure the USB ports on their individual PC are read and write enabled.

The creation of digital signatures within ARTL involves the use of a smartcard which will be supplied free of charge by the Registers of Scotland to ARTL users.

Software required for application of digital signature

The smartcard readers require having the Gem plus software, including the Gem plus Library files installed on their PC

This software will be sent from Registers of Scotland on CD ROM

The smartcard reader recommended and sourced by the Law Society is a Gemplus reader (GemPC-Twin) provided by Trustis Ltd, the company that supplies smartcards to Registers of Scotland. There are several benefits of purchasing the Society product:

- It has been tested with ARTL and the Registers of Scotland smartcards.
- It will be delivered with ARTL-specific installation and use instructions together with troubleshooting FAQs, Web links and telephone Helpline numbers.
- It is provided by Trustis and accordingly there will not be support issues involving questions over whether the problem lies with the card or the reader.

Gemplus smartcard readers can be ordered from <https://cardreader.trustis.com/>

Operating system

1. **Windows** - XP Professional or Home Edition are recommended.
2. **Unix/Linux**

Registers of Scotland support the use of such systems for ARTL and potential ARTL users who have them should contact Registers of Scotland as soon as possible to discuss their requirements in more detail. Contact details are provided on page 5.

3. **Apple Mac**

A number of potential ARTL users may have Apple Mac computers and Registers of Scotland will support their use for ARTL. The Mac OS Version X operating system is roughly equivalent to Windows XP and it is anticipated that this will support all the requirements of ARTL.

General

It is recommended that all operating systems are kept up to date, i.e. patches / security updates, installed as soon as they become available in order to ensure that an appropriate level of security is maintained.

Browser software

The ARTL system is Internet based and is made available to users within an Internet browser session. This requires users to have a compatible browser installed on their computer.

For those operating on a Windows platform, the following browser versions will be compatible with ARTL.

- MS Internet Explorer 6.0 or above
- Netscape 8.0
- Firefox 1.5
- Mozilla 1.7

For those operating on an Apple Mac platform, the following browser versions will be compatible with ARTL.

- MS Internet Explorer 6.0 or above
- Safari 1.2.2

Pop-up windows and Active X control

Pop-up windows and an Active X prompt will appear at various stages when setting up a digital certificate in ARTL

Pop-up windows are small Web browser windows that open when a user navigates to some of the ARTL Web sites. They will open when the user clicks links or buttons on a Web site, and they usually open over the window that is in view.

The ActiveX control is a small piece of software that has been written and is necessary to perform a specific function within ARTL when setting up a Local Registration Authority (LRA) with a digital signature.

ARTL users need to ensure their browser is set to “show information bar when pop-up is blocked”. To do this, open the browser and select the ‘Privacy’ tab from ‘Internet Options’ from the ‘Tools’ tab. Click the ‘Settings’ button for ‘Pop-up Blocker’ and ensure that the “show information Bar when a pop-up is blocked’ box is checked.

When the pop-up window wants to appear, a message will be displayed in the information bar which is normally located immediately below the website address. To allow the specific pop-up to appear, follow the directions in the information bar.

When ARTL requires the use of the Active X control, a dialogue box will appear in which you should check 'Allow'

Pop-ups and ActiveX can be safely accepted from all of the sites numbered 1 to 6.

Users who are using browsers other than Internet Explorer will need to ensure their browser is set to prompt when pop up windows and Active X controls are used.

All Technical enquiries in the first instance should be made to our eservices Support Team.

Email: eservices@ros.gov.uk

Telephone No.: 08456070160

Fax No.: 0131 225 8498

Websites accessed in ARTL Set-up

1. <https://artl-ra.trustis.com>
2. <https://artlpki.ros.gov.uk/dbadmin>
3. <https://artlpki.ros.gov.uk/onestep>
4. <https://www.eservices.ros.gov.uk>
5. <https://www.eservices.train.ros.gov.uk>

When accessing the web sites 1 to 5 above you will receive a prompt similar to, or the same as the one shown below depending on your browser. All the above sites can be safely opened on your browser.

Click on **Yes** button to open this site



1. <https://artl-ra.trustis.com/>.

This site is used by the Registers of Scotland representative who visits the user's firm to install a certificate that allows a secure connection to the ARTL LRA Certificate Enrolment site. The certificate is downloadable via the "CA Cert" link at this site.

The ARTL Local Registration Authority (LRA) digital certificate request is also accessed from this site.

The LRA must enter a valid email address when requesting a digital certificate.

Once the digital certificate request is activated the LRA will receive an email from ra-admin@trustis.com containing a link for installing their digital certificate. The LRA digital certificate must be installed from the same pc as the LRA digital certificate request was made.

If a standalone pc is being used for the LRA sign up, then the PC must have a temporary email address to enable the installation link to be forwarded to it.

2. <https://artlpki.ros.gov.uk/dbadmin>

This site is accessed by the LRA to add the new ARTL user to the pre-authentication account management database. The LRA will need to insert their LRA smartcard and enter their pin code to access this site.

3. <https://artlpki.ros.gov.uk/onestep>

This site is used by the firm's/lender's LRA to install a certificate that allows them to connect securely to the ARTL user's Certificate Enrolment site. The certificate is downloadable via the "CA Cert" link at this site.

This site is also used to enrol the ARTL user with a digital certificate.

4. <https://www.eservices.ros.gov.uk>

Access to the ARTL "live system" is from this site.

5. <https://www.eservices.train.ros.gov.uk>

Access to the ARTL "training environment" is from this site.

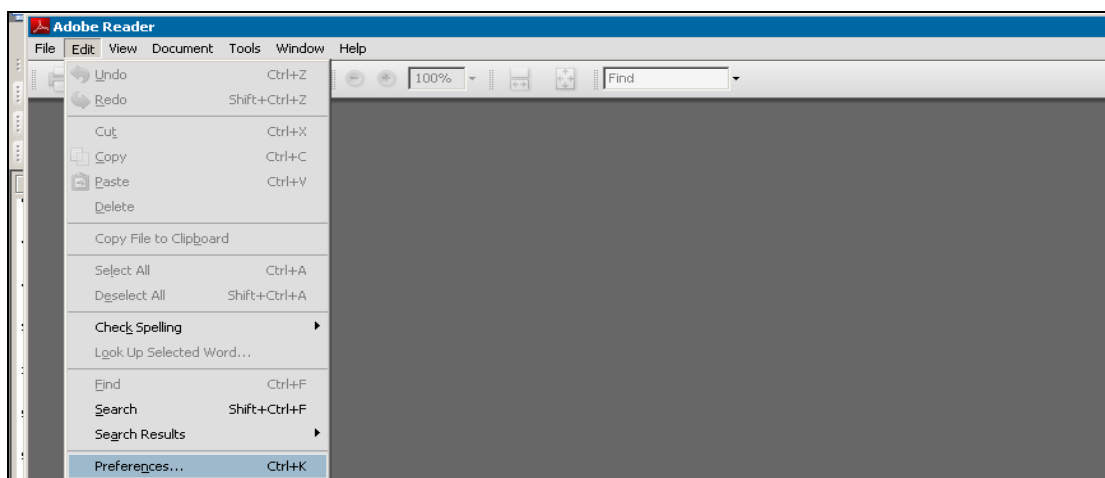
Adobe Reader

Adobe Reader Version 8.1 or above should be installed on all PCs using ARTL.

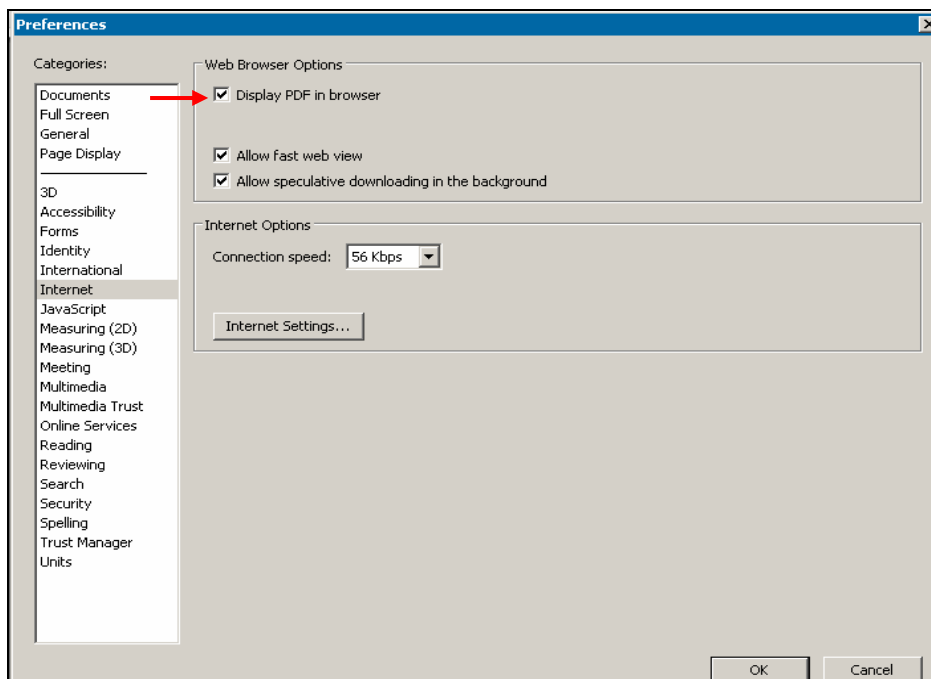
A free download is available from <http://www.ros.gov.uk/ARTL/> .

Once the Adobe 8.1 or above is installed it should be set up to Display PDF in browser

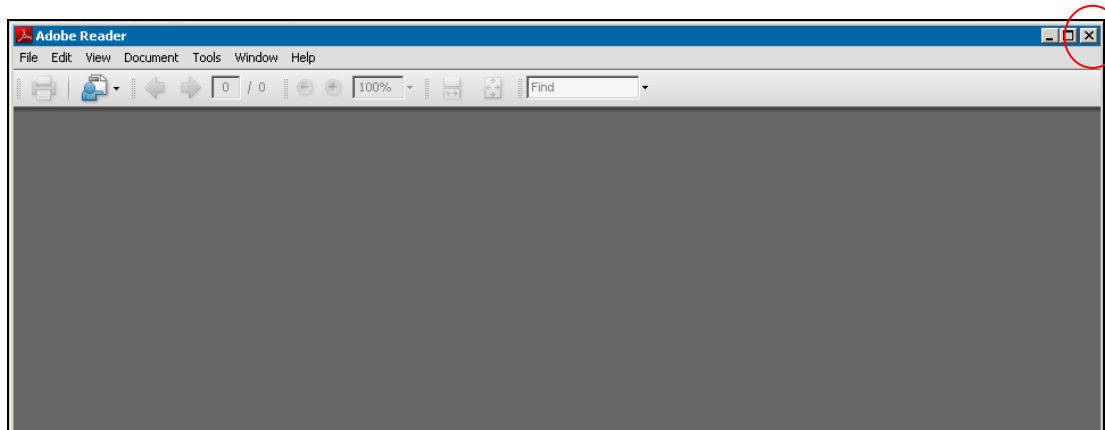
- 1 **Open** Adobe Reader
- 2 Choose **Edit**, then **Preferences** from the menu choices – *to open the Preferences window*



- 3 Ensure Display PDF in browser **tick box** has been ticked, then click **OK** button



4 Click on **Close** button - *to exit Adobe Reader*



General

Check that the date and time on the users PC's are accurate.

This is to ensure that the digital certificate issued by the Trustis PC and the users PC are similar.