Zix and You!

Zix? Sounds like a candy bar! What is Zix and why is it important to you?

Cybersecurity, or the protection of you, your electronic devices and your personal data, have become a growing concern in society today.   In today's world, it is not your cash, or personal property criminals want, but rather your personal information. Personal data has become the hottest commodity to the criminal underworld. Zix is a way Progressive Credit Union helps you to protect your personaly identifiable information (PII). Zix is a secure email service allowing Progressive, and its members to exchange information while reducing the risk of your data falling into the wrong hands.

How Does Progressive Credit Union Use Zix to Protect You?

When an employee want to send you information that contains PII, our employee will send you a Zix encrypted email. This email will contain an **Open Message** link. Clicking this link will take you to the Zix Secure Email portal (see Figure 1).
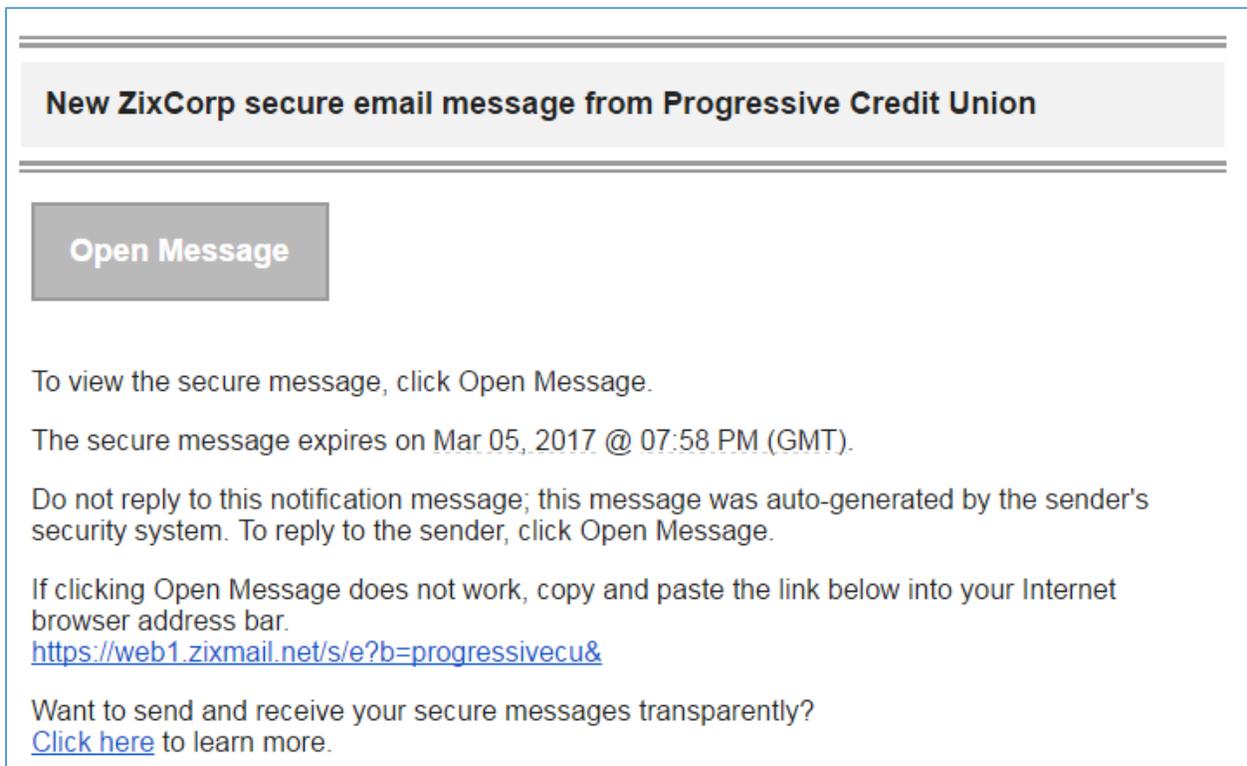

New ZixCorp secure email message from Progressive Credit Union

Open Message

To view the secure message, click Open Message.

The secure message expires on Mar 05, 2017 @ 07:58 PM (GMT).

Do not reply to this notification message; this message was auto-generated by the sender's security system. To reply to the sender, click Open Message.

If clicking Open Message does not work, copy and paste the link below into your Internet browser address bar.
https://web1.zixmail.net/s/e?b=progressivecu&

Want to send and receive your secure messages transparently?
Click here to learn more.

Figure 1

You will need to login to pick up your secure message. The system will prefill your email address in the **Email Address** field. IF you already have an account, simply enter in your password and click **Sign In.** Don't have an account? Click the **Register** button to register for this free service.

If you have an account but forgot your password, click the **Forgot Password** link. Fill in the fields and click **Reset**.   A confirmation email will be sent to you. When you receive the email, click the web link to

bring you back to the Zix portal. You can then click the **Activate** button to confirm the request. Click **Continue** to take you to the login page. Enter in your email address and password then click **Sign In**.

During your registration process, you will need to create three security questions. These will be used for quicker resets in the future.

What can I do In Zix?

Once you log in, you can read your secure email. Within the Zix portal, you have several tabs. A summary of highlighted features for each tab follows:

Inbox

This is where you read your secure emails. You have four options on this tab:

- Reply: Clicking Reply allows you to send a secure email reply to the sender of the message you are reading.
- Reply All: Clicking Reply All allows you to reply to everyone that the email was sent to, not just the sender.
- Forward: Allows you to forward the email to another Progressive employee not included on the original email.
- Delete: Deletes the email from your inbox.

Address

The Address Tab allows you to start building an address book for email addresses of Progressive employees. Please note that Zix will only allow you to send secure emails to Progressive Credit Union email addresses.

Compose

The Compose Tab allows you to start composing a secure email for delivery to Progressive Credit Union. Here is where you would go to attach files, such as a tax return or other sensitive data file. This page uses commonly found email tools for formatting your email message. Hovering your mouse over a tool will provide you with a mini explanation of its function.

Sent Mail

This tab contains a listing of all the secure emails you have to Progressive through the Zix system.

Drafts

This tab contains a listing of all drafts (email you have started but not yet sent).

Summary

Zix is designed to offer you a secure mechanism to communicate with Progressive Credit Union. Its' use reduces the headaches and worry of the loss of your personally identifiable information.