

Employee Authentication Portal

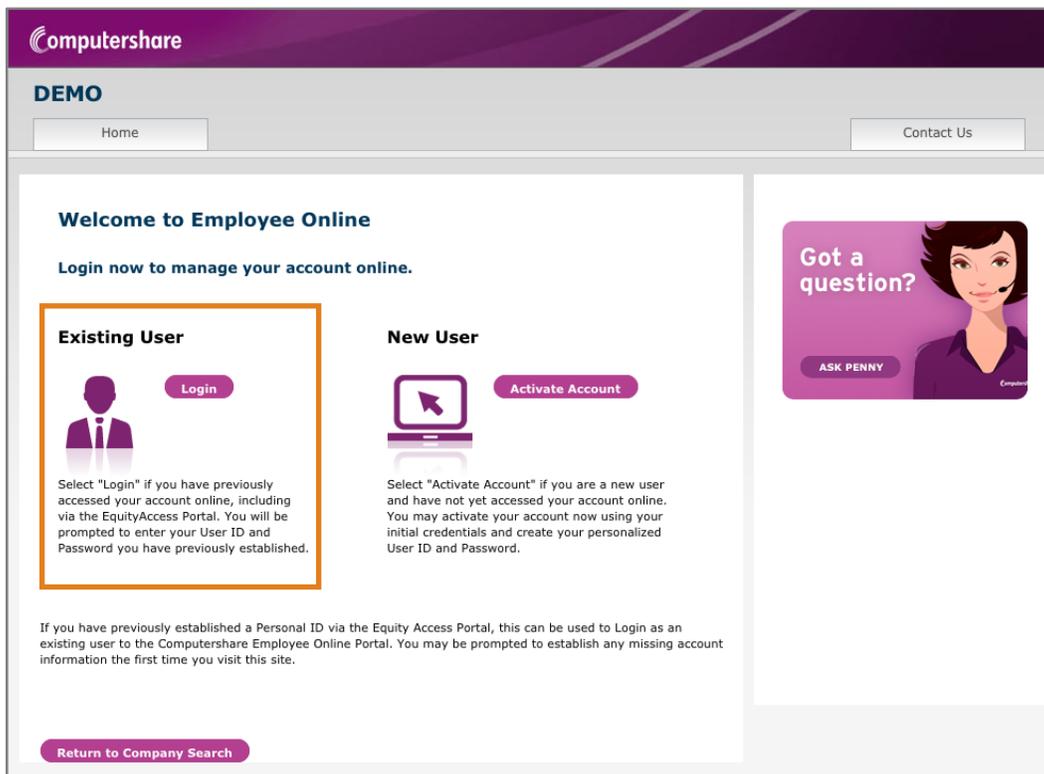
Guide for users who have previously accessed EquityAccess

This guide is for users who have previously created a Personal ID or logged into the BNY Mellon EquityAccess portal. The information below helps you transition your employee stock purchase plan (ESPP) from the BNY Mellon EquityAccess portal to Computershare's online tools. There is also a glossary that provides definitions for terms that may be unfamiliar to you as a new Computershare user.

Account Setup

The Computershare employee authentication portal provides a single point of entry to manage your employee stock purchase plan. The authentication portal is your homepage for accessing account information for these accounts. To conduct ESPP transactions, you will be directed to Computershare's Employee Online website through this authentication portal. For other types of investments that are managed by Computershare, such as registered holdings not associated with your employment, you will use the Investor Centre™ website.

To access your records through the employee authentication portal, go to www.computershare.com/kaman. As a previous EquityAccess user, you can enter the authentication portal using your existing EquityAccess Personal ID.



Enter your User ID (which can be your Personal ID from EquityAccess) and click "Login." If you have forgotten your User ID, you can click the "Forgotten ID" button to retrieve it.

The screenshot shows the 'Login to Computershare' page. At the top left is the Computershare logo. The main heading is 'Login to Computershare'. Below it is the 'User ID' section with the instruction: 'To log in, enter your User ID below. Please do not copy and paste your User ID as it may include spaces.' A text input field for 'User ID' is highlighted with an orange border. Below the input field are three buttons: 'CANCEL', 'FORGOT USER ID?', and 'NEXT'. To the right is a 'Need Help?' section with instructions: 'If you have forgotten your User ID select the FORGOT USER ID button and follow the instructions.'

Enter your Password and click "Next." If you have forgotten your Password you can click the "Forgotten Password" button to retrieve it.

The screenshot shows the 'Login to Computershare' page at the password entry stage. The heading is 'Login to Computershare'. Below it is the 'Password' section with the instruction: 'Please make sure your personal site seal is shown below before entering your password.' The 'User ID' field contains 'Eml20011'. The 'Personal Site Seal' section shows a pink box with the words 'Secret1', 'Secret2', and 'Secret3'. A text input field for 'Password' is highlighted with an orange border. Below the input field are three buttons: 'CANCEL', 'FORGOT PASSWORD?', and 'NEXT'. To the right is a 'Need Help?' section with two sub-sections: 'Personal Site Seal' (explaining it adds security) and 'Recover Password' (explaining the process if forgotten).

You will be prompted to create a "personal site seal" by entering three words of your choice and choosing a color. You will also be asked to select and answer three security questions.

<p>Personal Site Seal</p> <p>Enter a unique word in each of the 3 fields</p> <input type="text"/> <input type="text"/> <input type="text"/> <p>Choose a color for your Site Seal image</p> <input type="color"/> <p>Site Seal Preview:</p>	<p>to complete some high value transactions.</p> <p>Its important to note that if you do enter a mobile you will be asked to confirm it straight away by entering a code sent via SMS.</p> <p>If you don't want to provide a mobile please do not select a country.</p>
<p>Security questions</p> <p>Question 1</p> <p>Answer</p> <p>Question 2</p> <p>Answer</p> <p>Question 3</p> <p>Answer</p>	<p>Login Details</p> <p>Your User ID must be at least 6 characters</p> <p>Your password must include:</p> <ul style="list-style-type: none">• At least 8 characters• At least 1 uppercase character• At least 1 lowercase character• At least 1 number

On subsequent logins, the site seal will appear as an added layer of verification. Only enter your password if you recognize your personal site seal.

Portfolio

After completing this one-time security update, you will be able to see your portfolio which shows all of your accounts. Clicking on the “View Account” link for each account will direct you to the pages that will allow you to conduct transactions and perform other account management tasks.

After accepting the terms and conditions, you will then be able to access your portfolio, which shows ESPP accounts, as well as a link to the Investor Centre website where you can manage non-employee-related holdings.


[Logout](#)

DEMO

[My Holdings](#)

[Manage My Account](#)

[Contact Us](#)

My Holding

Announcement(s)

Test Announcement for ESPP, Class in ES1, ES2
 This is a test...Employee Portfolio. Select the View Account link to manage your holdings. > If no data is returned for ESPP, Common and EOS do not display this text (this should only ever happen where a user has an Enrollment Record and never had any other shares or Grants. In this instance Line 6 of text (below) will be displayed)

Employee Portfolio

The table(s) below provides you with a summary of all the holdings in your Employee Portfolio. Select the **View Account** link to manage your holdings.

Employee Grants and Awards
[View Account](#)

Description	Outstanding Value
Options	USD 176444.60
Restricted Awards/Units	USD 35600.55

Employee Plan Stock
[View Account](#)

Account Number	Description	Balance	Market Value
C0007953976	ESPP - COMMON STOCK	1187.784000	N/A

Other Tradable Stock
[View Account](#)

Account Number	Description	Balance	Market Value
C0007953976	COMMON STOCK	103.000000	N/A

[Market Data Provider](#)

Got a question?



ASK PENNY

Access your other shares held by Computershare



INVESTOR CENTRE

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Glossary

The following definitions may be helpful as you familiarize yourself with Computershare’s employee authentication portal and Employee Online website.

Access ID – The login credentials used to access an account via the Shareowner Services EquityAccess portal.

Company Code – The code Computershare assigns to a company; it may not always be the company’s ticker symbol.

Company Name – The actual name of the company which is typed into the field provided.

Employee Online – The Computershare website for managing employee stock purchase plan accounts.

Employee authentication portal – The Computershare web page that allows plan participants to view their plan holdings, options, restricted stock and company-specific transfer agent shares on one portfolio screen.

Existing User – Participants who previously accessed their online account through the Shareowner Services EquityAccess portal. If you had an account through the EquityAccess portal, you can log on as an Existing User.

Global Identifier – A number provided by your employer for use on the Shareowner Services EquityAccess portal (which could be the same as your Employee ID).

Initial User – A participant who does not have an account via the Shareowner Services EquityAccess portal.

New User – A participant who has never accessed their Shareowner Services EquityAccess account and who hasn’t previously created a “Personal ID.”

Password – A case-sensitive, user-created code containing at least one uppercase letter and at least one numeric character.

Personal ID – This term applies to a unique self-defined user identification for users of the EquityAccess portal. It consists of 8-15 characters with at least 1 alphabetic and 1 numeric character.

PIN – Random or company-supplied code, depending on your plan.

Personal Site Seal – An enhanced security feature consisting of a unique self-defined image that you see prior to accessing your account..

Social Security Number – A 9-digit number issued to U.S. citizens, permanent and temporary (working) residents.

User ID – The unique name you choose to identify yourself when accessing your Computershare account.