

WORKING WITH PROTECTED INFORMATION FROM MERCK KGAA, DARMSTADT, GERMANY

MERCK KGAA, DARMSTADT, GERMANY PROTECTS ALL DOCUMENTS WITH **MICROSOFT AZURE RIGHTS MANAGEMENT SERVICE (RMS)**. THEREFORE YOU NEED AN **RMS FOR INDIVIDUALS ACCOUNT** TO WORK WITH PROTECTED MERCK KGAA, DARMSTADT, GERMANY DOCUMENTS. IF YOU HAVE AN EXISTING ACCOUNT YOU CAN USE IT, OTHERWISE YOU HAVE TO CREATE A NEW ACCOUNT (SEE BELOW).

You need the following application to open RMS protected documents:

- **Microsoft Azure Information Protection- client:** With this application, protect your files and open protected documents which are shared with you. You can install it here: <https://www.microsoft.com/en-us/download/details.aspx?id=53018>

HOW TO: CREATE AN RMS FOR INDIVIDUALS ACCOUNT

1. Open your browser and go to the **RMS** sign-up page: <https://go.microsoft.com/fwlink/?LinkId=524168>
2. Enter your business email address.
Important: RMS accept only business email-domain.
3. Click **Sign up**.
4. Fill out all fields and click **Start**.