

SCION WALLET

User Guide & Help Center

Everything you need to set up, use, and manage your Scion Wallet account—for individual users and enterprise teams.

scion.digital

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1. Welcome to Scion Wallet

Scion Wallet is a non-custodial, multi-chain cryptocurrency wallet delivered as a Chrome browser extension, paired with a companion website at scion.digital for account management and subscriptions.

"Non-custodial" means your private keys, seed phrase, wallet addresses, and transaction history stay on your own device, inside the browser extension. Scion never holds, sees, or has the ability to move your funds. The website only manages your account login, your subscription, and — for organizations — your team access. It is not a wallet and never touches your money.

What Makes Scion Wallet Different

Most crypto transfers are final the moment you hit send. Scion Wallet gives you a choice of two transaction modes so you can pick the level of safety and speed that fits each situation:

- Normal Transfer — a reversible transfer with a 24-hour safety window, so you can cancel a mistake before it's final.
- Secure Transfer — an instant transfer confirmed with a one-time code sent to your email, for when you need speed.

Scion Wallet also supports five major blockchain networks, so you can manage multiple types of crypto assets from one place.

Who This Guide Is For

This guide is written for everyday users of Scion Wallet — whether you registered on your own or were invited by an organization. Section 9 also covers what enterprise administrators need to know to set up wallet access for their team.

2. Getting Started

Step 1 — Install the Extension

1. Open Google Chrome and go to the Chrome Web Store.
2. Search for "Scion Wallet," or use the direct link on the scion.digital website.
3. Click Add to Chrome, then confirm by clicking Add Extension.
4. Once installed, click the puzzle piece icon in your Chrome toolbar and pin Scion Wallet so it's always one click away.

The Scion Wallet icon will now appear in your browser toolbar. Click it any time to open your wallet.

Step 2 — Create Your scion.digital Account

Every Scion Wallet user needs an account on scion.digital. This account controls your login, your subscription access, and (for organizations) your team dashboard.

1. Visit scion.digital and click Register.
2. Enter your name and email address and choose a password, or click Continue with Google.
3. Check your email for a one-time verification code and enter it on the screen.
4. Your account is now active.

Good to know

- If you register directly on the website, your account is created as an Enterprise account. This simply means you have your own dashboard — you can still use the wallet as an individual and only need to interact with subscriptions if you choose to invite others.
- If you were invited by an organization, you'll instead receive an email invitation — see the box below.

If You Were Invited by an Organization

You'll receive an email invitation with a registration link. Click the link, set your name and password (or continue with Google), and your account is automatically linked to that organization's plan. You do not need to purchase anything yourself — your wallet access follows their active subscription.

Step 3 — Log In to the Extension

1. Click the Scion Wallet icon in your Chrome toolbar.
2. Click Sign In and enter your scion.digital email and password (or Google sign-in).
3. Enter the one-time code sent to your email to complete login.
4. The first time you log in, you'll be asked to set an extension password. This password protects your wallet locally on this device — choose something strong and unique, and keep it safe. Scion cannot reset this password for you.

3. Setting Up Your Wallet

After logging in to the extension, you'll choose to either create a brand-new wallet or import one you already have.

Option A — Create a New Wallet

1. Click Create New Wallet.
2. The extension generates a 12-word recovery phrase (also called a seed phrase). Write it down on paper and store it somewhere safe and offline. This phrase is the only way to recover your wallet if you ever lose access.
3. Confirm your recovery phrase by entering the missing words in the correct order.
4. Set your wallet password (this may be the same step as your extension password) and you're ready to go.

Option B — Import an Existing Wallet

1. Click Import Wallet.
2. Enter your existing 12- or 24-word recovery phrase, or import using a private key.
3. Your wallet and its accounts are restored immediately.

Your keys never leave your device

- Your recovery phrase and private keys are generated and stored only inside your browser extension. Scion Wallet never transmits them anywhere, and nobody at Scion can see or recover them for you.

Once setup is complete, the extension checks your subscription status. If your account (or the organization you belong to) has an active subscription, all wallet features are unlocked immediately.

4. Understanding Your Two Ways to Send

Every time you send crypto with Scion Wallet, you choose between two transaction modes. Think of it as choosing between a safety net and a fast lane.

Normal Transfer — Your Safety Net

When you choose Normal Transfer, your funds are held safely for 24 hours before they reach the recipient. During that window, you're in full control:

- **Cancel** — Change your mind and bring the funds straight back to your wallet.
- **Speed Up** — Verify a one-time code and release the funds to the recipient right away, before the 24 hours are up.
- **Do nothing** — After 24 hours, the funds are released to the recipient automatically. No action needed.

Use Normal Transfer whenever you want a margin for error — for example, paying someone new, sending a large amount, or double-checking an address after the fact.

Secure Transfer — Fast and Verified

Secure Transfer sends funds directly and instantly, with a one-time email code required to confirm it's really you before the transaction goes through. Once confirmed, it settles immediately and cannot be reversed.

To save time, once you've verified a code, Scion Wallet remembers you for a session window (60 minutes by default, and adjustable in Settings) so you don't need a new code for every transfer during that window.

Which One Should I Use?

	Normal Transfer	Secure Transfer
Speed	24-hour hold (or instant with Speed Up)	Instant
Can I cancel it?	Yes, any time before the hold ends	No — once confirmed it's final
Verification needed	Only if you choose Speed Up	Yes, before every transfer (unless within your session window)
Best for	New recipients, large amounts, anything you'd like a second look at	Trusted recipients, routine or time-sensitive transfers

A note on network fees

- Every blockchain transaction requires a small network ("gas") fee, set by the blockchain itself — not by Scion. This fee is never refundable, whether you complete, cancel, or speed up a transfer.

5. Sending a Normal Transfer (Reversible)

How to Send

1. Open the extension and unlock your wallet with your password.
2. Select the network you want to use (Ethereum, Polygon, BNB Smart Chain, Avalanche, or Tron).
3. Click Send, then choose “Normal” Transfer as the transaction type.
4. Enter the recipient's wallet address. Double-check it carefully — addresses are case-sensitive.
5. Enter the amount you want to send.
6. Review the amount, recipient, and estimated network fee.
7. Click Confirm. Your funds move into a protected 24-hour hold.

During the 24-Hour Hold

Your transfer appears as Pending in your transaction activity, with a countdown timer. You have three options:

To cancel:

1. Find the pending transaction in your activity list.
2. Click Cancel.
3. Your funds are returned to your wallet in full (network fees from the original send are not refunded).

To speed up:

1. Find the pending transaction and click Speed Up.
2. Enter the one-time code sent to your email.
3. Once verified, the funds are released to the recipient immediately.

To do nothing:

After the 24-hour window closes, the funds are released to the recipient automatically. No further action is needed from you.

6. Sending a Secure Transfer (Instant)

How to Send

1. Open the extension and unlock your wallet.
2. Select your network.
3. Click Send, then choose “Secure” Transfer as the transaction type.
4. Enter the recipient's address and the amount.
5. Review the details and click Confirm.
6. If needed, enter the one-time code sent to your email (you'll only see this if your prior verification session has expired).

7. Once verified, the transfer is sent immediately. The recipient receives the funds right away.

Adjusting Your Verification Session

By default, once you verify a code, you won't need another one for 60 minutes of Secure Transfers. You can change this window to suit your comfort level:

1. Open the extension and go to Settings, then Advanced Settings.
2. Find OTP Approval Session Duration and set your preferred number of minutes.

A shorter window means you'll verify more often but have tighter control; a longer window is more convenient for frequent transfers.

7. Managing Your Wallet

Adding Accounts

Click the account selector at the top of the extension and choose Add Account to create another wallet account, or import one separately using a private key.

Adding Custom Tokens

1. Go to the Tokens tab.
2. Click Import Token.
3. Enter the token's contract address — the name, symbol, and decimals will be filled in automatically.
4. Click Add.

Adding Custom Networks

1. Click the current network name at the top of the extension.
2. Click Add Custom Network at the bottom of the list.
3. Enter the network details (RPC URL, chain ID, network name, currency symbol, and block explorer URL).
4. Click Save.

Switching Networks

Click the network selector in the top-left of the extension to switch between supported networks or any custom network you've added.

Setting Your Auto-Lock Timer

Your wallet locks itself automatically after a period of inactivity — 15 minutes by default. You can adjust this under Settings, then Advanced Settings. A shorter timer is more secure if you often step away from your device.

Viewing Your Transaction History

The Activity tab shows every transaction you've sent, including the live status of any pending Normal Transfer (pending, cancelled, completed, or sped up).

8. Subscriptions & Access

Wallet features are unlocked through an active subscription — either your own, or one belonging to an organization that has invited you.

If You Belong to an Organization

Your wallet access follows your organization's subscription automatically. As long as their plan is active, you have full wallet functionality. If their subscription ever lapses, wallet features are paused for the whole team until it's renewed — your wallet data itself stays safely on your device the entire time.

If You Manage Your Own Subscription

Subscription plans are paid in stablecoins (digital currencies pegged to the US dollar) rather than by credit card. Here's how the payment process works:

1. Choose a plan on the Pricing page and click Choose Plan.
2. Connect a crypto payment wallet on the payment page. This is a separate wallet from your Scion Wallet extension — used only to pay for the subscription.
3. Choose which stablecoin and network you'd like to pay with.
4. If needed, you'll be prompted to switch your connected wallet to the correct network.
5. Approve the payment.
6. Once the payment is confirmed on the blockchain, your subscription activates and wallet features unlock.

Your payment wallet and your Scion Wallet are always separate

- The wallet you use to pay for a subscription has no connection to your Scion Wallet extension. They are never linked in any way, and nobody — including Scion — can connect the two.

9. For Enterprise Teams

Organizations can provide wallet access to their entire team under a single subscription — no per-person fees or limits.

Setting Up Your Organization

1. Register an account on scion.digital with your name and email.
2. Go to your dashboard and upload your organization's verification documents (accepted formats: PDF, PNG, JPG, JPEG, DOC, DOCX).
3. Wait for review. You'll be notified once your documents are approved (or told what to fix if they're not).
4. Once approved, choose a subscription plan and complete payment in stablecoins.
5. Invite your team — either one at a time, or all at once with a CSV/Excel upload of email addresses.

Invited team members receive an email invitation, set up their own account, install the extension, and get full wallet access — all tied to your organization's subscription.

What You Can See on Your Dashboard

- Your company details, enterprise ID, and approval status
- Team member names, emails, and account status
- Your subscription plan, billing period, and days remaining
- Your subscription history

What You Cannot See — By Design

To protect every team member's privacy, enterprise administrators never have access to:

- Wallet addresses
- Private keys or recovery phrases
- Transaction history
- Wallet balances

This separation is built into the platform itself — there is no dashboard view, export, or support process that exposes this information, even to Scion.

If Your Subscription Expires

Wallet features pause for you and your entire team until the plan is renewed. Nobody's wallet data is deleted or affected — everything simply resumes once the subscription is active again.

10. Keeping Your Account Safe

Protect Your Recovery Phrase

- Write it down on paper and store it somewhere safe and offline.
- Never store it as a screenshot, in a cloud note, in an email, or in a messaging app.
- Never share it with anyone — including anyone claiming to be from Scion support. We will never ask for it.

Choose Strong Passwords

- Use a unique password with a mix of upper and lower case letters, numbers, and symbols.
- Never reuse a password from another website or service.
- Consider using a reputable password manager.
- Change your password right away if you notice anything unusual on your account.

Protect Your Device

- Keep your operating system and browser up to date.

- Use trusted antivirus and anti-malware software.
- Avoid accessing your wallet over public Wi-Fi, or use a VPN if you must.
- Lock your device when you step away, and enable Scion Wallet's auto-lock timer.

Watch Out for Phishing

- Always confirm you're on scion.digital before entering any login details — check the web address carefully for look-alike domains.
- Scion will never ask for your password, recovery phrase, or one-time code by email, chat, or phone.
- Hover over links before clicking to see where they really lead.
- Type the scion.digital address directly, or use a bookmark, rather than clicking links in messages.
- Be suspicious of urgent messages claiming your account or funds are at risk — this is a common trick.

Double-Check Every Transaction

- Always verify the recipient's address carefully before confirming — addresses are case-sensitive.
- For new recipients or large amounts, use Normal Transfer so you have time to catch mistakes.
- Consider sending a small test amount first when trying a new address.
- Never approve a transaction or token permission you don't fully understand.

11. What To Do If... (Troubleshooting)

My device is lost or stolen

Your funds remain safe as long as your recovery phrase is secure. Simply import it into the extension on a new device to restore full access.

I forgot my extension password

This password cannot be reset by Scion — it's the key to your locally encrypted wallet, and we never have a copy. If you have your recovery phrase, import it into the extension to regain access. Without it, the wallet cannot be recovered by anyone.

I forgot my scion.digital password

Go to scion.digital, click Forgot Password, and enter your registered email. You'll receive a reset link right away.

I notice suspicious activity on my account

Change your scion.digital password immediately, and contact support through official channels only — never through a link sent to you unexpectedly.

I'm not sure a transaction I received is safe

If you're the sender, you can review or cancel a pending Normal Transfer at any time within the hold period. If you're evaluating an incoming request, always verify the other party independently before proceeding.

I want to uninstall the extension

All wallet data stored locally — including your encrypted keys — is permanently deleted when you uninstall. This is not backed up by Scion. Always confirm your recovery phrase is written down and safe before uninstalling or reinstalling.

My organization's subscription has expired

Wallet transaction features pause for you and your team until the subscription is renewed by your administrator. Your wallet data stays exactly as it was and resumes automatically once renewed.

12. Frequently Asked Questions

Do I need to register on scion.digital to use the wallet?

Yes. The website manages your login and subscription access, which determines whether wallet features are unlocked in the extension.

Is Scion Wallet available on mobile?

Currently, Scion Wallet is available as a Chrome browser extension only. Mobile support is on our roadmap.

Can I use Google Sign-In?

Yes. Both manual registration and Google Sign-In are supported, and every login requires a one-time email code either way.

Are network (gas) fees refunded if I cancel a transfer?

No. Network fees are charged by the blockchain itself, not by Scion, and are non-refundable regardless of whether a transfer is completed, cancelled, or sped up.

Can I add tokens or networks that aren't listed by default?

Yes. You can add custom EVM and TVM-compatible networks and import custom tokens directly in the extension.

Can my enterprise administrator see my wallet or transactions?

No. Administrators can only see account-level information like your name, email, and status — never your wallet address, balances, or transaction history.

Is my subscription payment wallet linked to my Scion Wallet?

No. These are two entirely separate wallets that are never linked in any way.

Which countries can use Scion Wallet?

Scion Wallet is available worldwide, with certain regional restrictions in place. You are responsible for complying with the laws and regulations that apply to you locally.

13. Transparency & Trust

Scion Wallet's Normal Transfer feature is powered by a smart contract — a self-executing program on the blockchain, not a system controlled by Scion. This contract is publicly deployed and independently verifiable, meaning anyone can inspect exactly how it behaves. Funds held during the 24-hour window sit in this public contract, not with Scion.

You can view the verified, publicly readable source code for the contract on the Sepolia test network block explorer here:

[View Verified Smart Contract \(Polygon\)](#)

[View Verified Smart Contract \(Ethereum\)](#)

[View Verified Smart Contract \(Avalanche\)](#)

[View Verified Smart Contract \(BNB\)](#)

[View Verified Smart Contract \(Tron\)](#)

The same contract logic is deployed and verified on every mainnet Scion Wallet supports.

14. Getting Help

Our support team can help with anything related to your account, subscription, or how the platform works. Keep in mind that because Scion Wallet is non-custodial, support can never see or recover your private keys or recovery phrase — only you hold those.

Contact Us

- Website: scion.digital
- Support email: support@scion.digital
- Chrome Web Store: search "Scion Wallet" to install or view the listing

Thank you for choosing Scion Wallet. We built this platform so you can transact with both confidence and control — we hope this guide helps you get the most out of it.