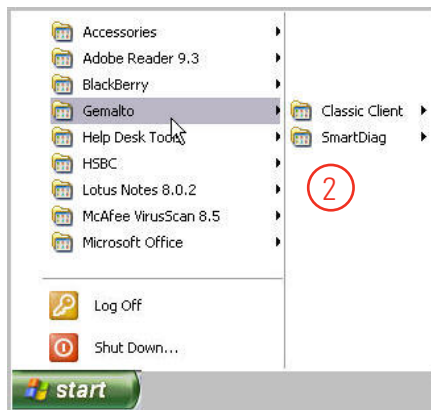# How do I change my Smart Card PIN?

To change your Smart Card PIN (Personal Identification Number), complete the following steps:

Step 1

Insert your Smart Card into the reader.

Step 2

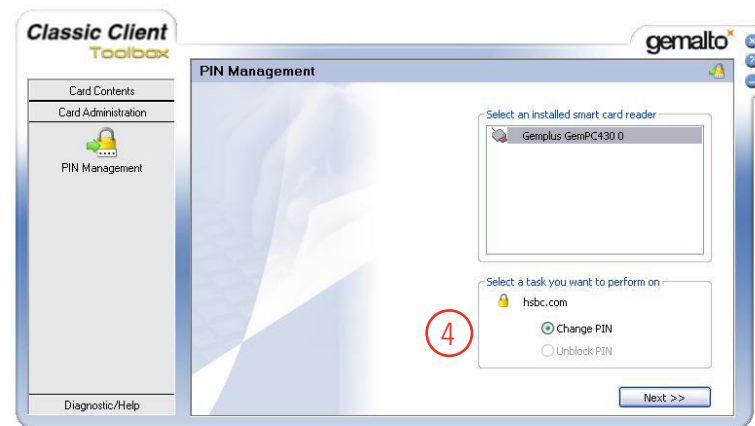Open Gemplus, Gemsafe Toolbox in your computer's start or programs menu.

Step 3

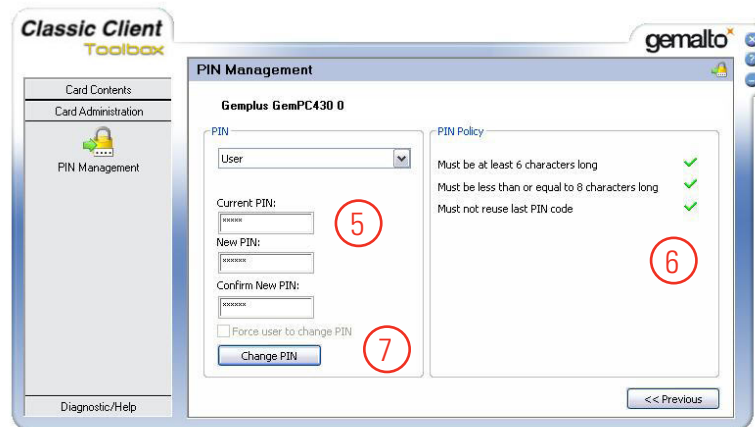In the Gemsafe Toolbox, under Card Administration, click **PIN Management**.

Step 4

Select an installed Smart Card reader. Next, Select **Change PIN** as shown in the image.

Step 5

Enter the Old PIN, the New PIN and confirm the New PIN.
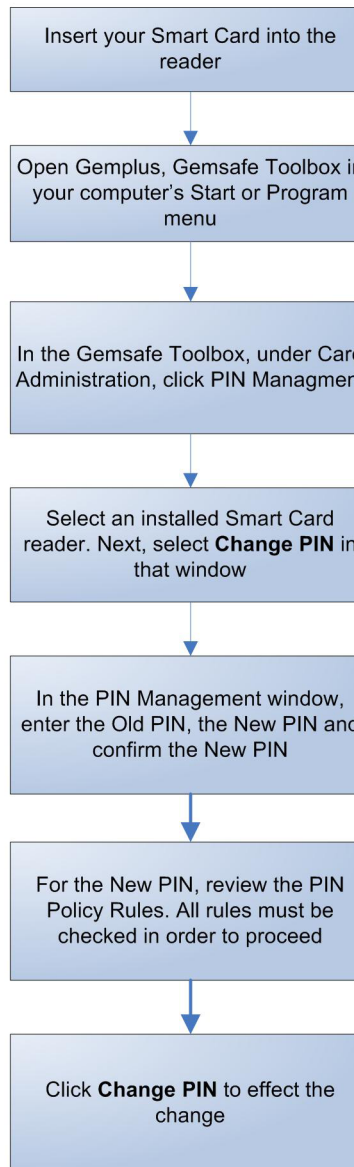

Step 6

For the New PIN, review the PIN Policy Rules for any unchecked rules. All rules must be checked in order to proceed.

Step 7

Click **Change PIN**

Important: If you lose or forget your PIN, you will need a new Smart Card.

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Workflow - Changing your Smart Card PIN

Insert your Smart Card into the reader

Open Gemplus, Gemsafe Toolbox in your computer's Start or Program menu

In the Gemsafe Toolbox, under Card Administration, click PIN Managment

Select an installed Smart Card reader. Next, select **Change PIN** in that window

Note: If you lose or forget your PIN, you will need a new Smart Card

In the PIN Management window, enter the Old PIN, the New PIN and confirm the New PIN

For the New PIN, review the PIN Policy Rules. All rules must be checked in order to proceed

Click **Change PIN** to effect the change

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