



### Change of PIN upon first use of the token

When using the one-time password tokens (SafeWord® Platinum) for the first time, you are asked to change the initial PIN. Please proceed as follows:

1. Switch on the one-time password token with the **ON** button. **ENTR PIN** appears on the display.
2. Enter your six-digit initial PIN, which you have received via separate mail. Once you have correctly entered the initial PIN, **NEW PIN** is automatically displayed.

If the initial PIN is not entered correctly, **CHALLNG?** appears on the display. Switch off the one-time password token with the **ON** button. Begin again with step one.

Now enter your correct six-digit PIN. **AGAIN** is automatically displayed. Confirm the PIN entered. If the entry was correct, **SUCCESS** appears on the display, followed by **CHALLNG?**

3. The initial PIN has been changed. The one-time password token is now ready for use.

### Generation of one-time password

1. Switch on the one-time password token with the **ON** button. **ENTR PIN** appears on the display.
2. Enter your correct six-digit PIN. **CHALLNG?** is automatically displayed.
3. Enter the “challenge” (six-digit number visible on screen) in the one-time password token and press **Entr**. With the **Bksp** key you can delete the digit entered last; with the **Clr** key, you can delete all digits entered.
4. The one-time password token now automatically calculates an alphanumerical eight-digit one-time password and displays it on the token.
5. This onetime password can now be used for accessing the application. Valid characters are: **0, 1, 2, 3, 4, 5, 6, 7, 8, 9, a, c, e, f, h, p**.

### One-time password token blocked upon multiple entry of an incorrect PIN

If a PIN has not been entered correctly, the one-time password token does not indicate the error to the user each time, i.e. a one-time password is nevertheless generated. This password is, however, wrong.

The message **bAd PIN** indicates that a wrong PIN has been entered **three times**. The one-time password token is then **temporarily blocked**. Please **do not** power off the Token. After a waiting period of one to two minutes, the PIN can be re-entered.

After **five** failed attempts, the one-time password token displays **ERASed** and is **blocked permanently**. The one-time password token then needs to be sent to SIX SIS for unblocking. If the company has not defined a user administrator, the online Token Set-up/Recovery form (available at [www.six-securities-services.com](http://www.six-securities-services.com) > SIX SIS Private > Entry page > Online forms) must be completed and sent electronically.



Securities Services

**Using the one-time password token– SafeWord® Platinum**

Please send the token to the following address:

SIX SIS Ltd

CSCA/SECOM-Stammdaten

Office CB321

P.O. Box 1758

CH-8021 Zurich