FIRST CENTRAL SAVINGS BANK

*Banking The Way It Used To Be, **Only Better.***

Create Digital and Configure Digital

OneSpan Business Banking Authentication: Hard Tokens

January 2026

User Activation Instructions: DP260

To Help a User to Set Their PIN

A user with the DP260 must first set up their four-digit PIN. They will be required to enter their PIN each time an OTP needs to be generated.

1. **DP260:** The user should first press the arrow key to display the prompt to enter a PIN.

2. The user enters a 4-digit number to be their PIN in the dashes under *NEW PIN.*

   The user enters the PIN again to confirm at the *PIN Conf* prompt.

The DP260 will display *NEW PIN CONF* to confirm that the PIN has been set.

User Token Activation: DP260

To activate the DP260 hard token, the user should log on to business banking using their credentials. The user should authenticate when the SecureNow Identify Verification screen displays. Then, they should follow these steps:

1. **DP260:** The user should find the 10-digit serial number on the back of the hard token, which may include dashes. .

2. **Desktop:** The user enters the serial number in the *Token Serial Number* field, without any dashes.

   Then, the user enters the serial number again in the *Confirm Token Serial Number* field, omitting any dashes.

3.   **DP260:** To obtain an OTP, the user should:

- Press the arrow key

- Enter their 4-digit PIN.
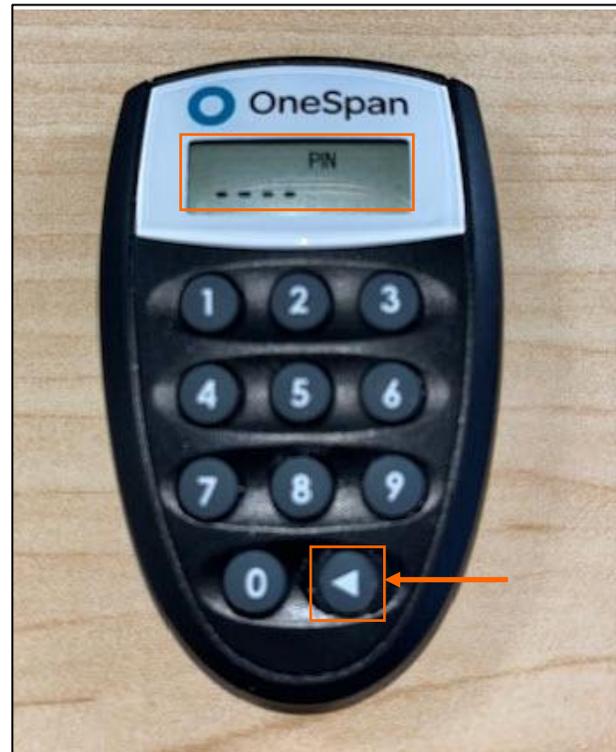
4.   **DP260:** When *APPLI* displays, the user should:

- Press 1

- Note the 8-digit passcode displayed on the DP260.

5. **Desktop:** The user enters the 8-digit passcode in the *One-time passcode* field.

   The *Activate Token* screen displays.

   If the code expires before entry, press the arrow button again. Then, press *1* to generate a new code.

   Select *Activate*

6. **Desktop:** A message confirms the successful activation of the hard token.

   Select *Continue.*

7. **Desktop:** *Remember this Device* screen displays.
   The user selects *Save* to remember this device and browser.
   Otherwise, select *Don't Save.*

The DP260 hard token device should now be activated. The user will now be able to generate an OTP when prompted to access business banking in Create or Configure Digital.