

OTP Change and Password Change User Guide.

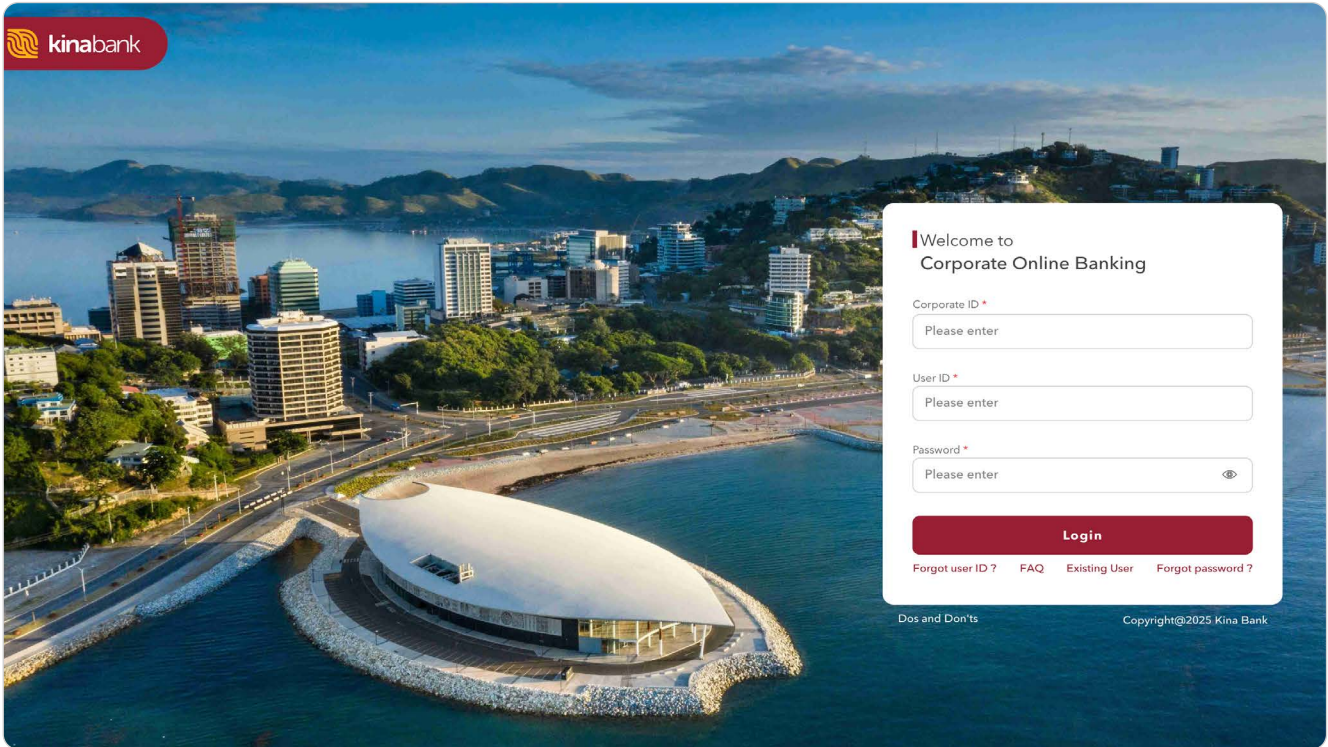


Purpose of the Document

This guide outlines the step-by-step for changing the One-Time Password (OTP) Channel on the Kina Corporate Online Banking platform.

1. OTP Change

1. Log in to your **Corporate Online Banking** via <https://corporate.kinabank.com.pg/CorpUser/>

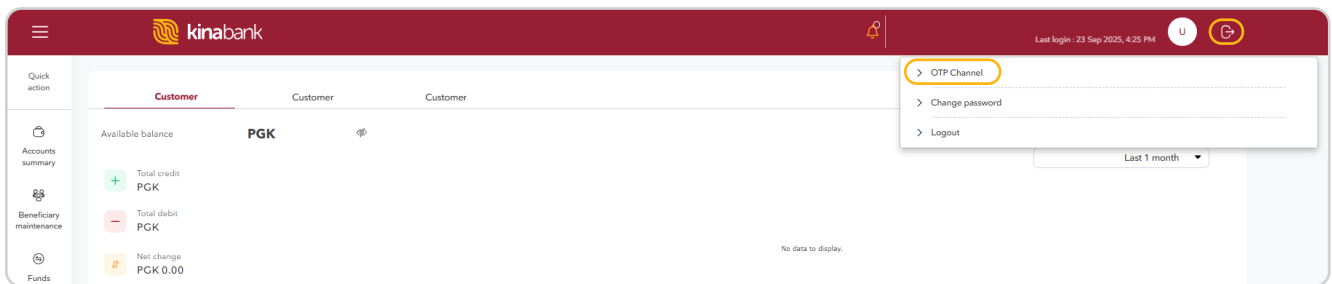


2. Enter the **6-digit One Time Password (OTP)** sent to your preferred channel (SMS, WhatsApp or Email).

The screenshot shows the "Enter the OTP" screen. The title is "Enter the OTP". Below the title is the instruction "Please enter the 6-digit OTP sent to your preferred communication channel." There is a horizontal line with six dots above it, representing the input field for the OTP. Below the input field is a timer that says "Time left: 02:56". At the bottom of the screen are two buttons: "Cancel" (orange) and "Continue" (maroon).



- 3.** From the dashboard, locate and click the Logout button (top right-hand corner of the screen). Select **OTP Channel**.



- 4.** Select your preferred OTP channel and click **Send OTP**.

A screenshot of the 'OTP Channel' selection screen. The title is 'OTP Channel'. There are four radio button options: 'AUTHY', 'EMAIL', 'SMS' (which is selected), and 'WHATSAPP'. At the bottom, there are two buttons: 'Cancel' (orange) and 'Send OTP' (dark red).

- 5.** Enter the **6-digit One Time Password (OTP)** sent to your preferred channel (SMS, WhatsApp or Email).

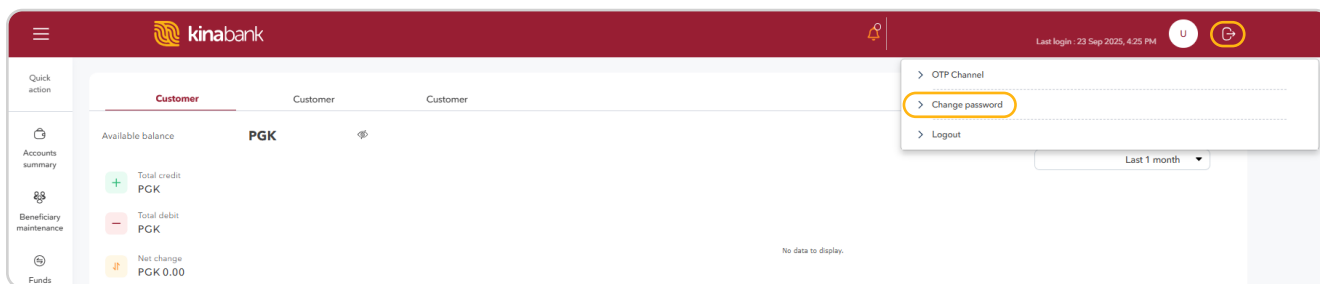
A screenshot of the 'Enter the OTP' screen. The title is 'Enter the OTP'. Below the title, it says 'Please enter the 6-digit OTP sent to your preferred communication channel.' There are six dots in a row for input, with a horizontal line below them. Below the input field, it says 'Time left: 02:36'. At the bottom, there are two buttons: 'Cancel' (orange) and 'Continue' (dark red).

A notification screen shows upon successful OTP change.

A screenshot of an 'Information' notification screen. The title is 'Information'. Below the title, it says 'OTP channel successfully registered.' At the bottom, there is a dark red button with the text 'Ok'.

2. Password Change

1. Click on the Logout button on the top right corner of the dashboard and select **Change Password**.



2. Enter your old and new passwords. Click **Submit**.

Welcome to Corporate Banking

Please change your password

Old password*

New password*

Re-enter new password*

Cancel **Submit**

A notification screen shows successful password change.

