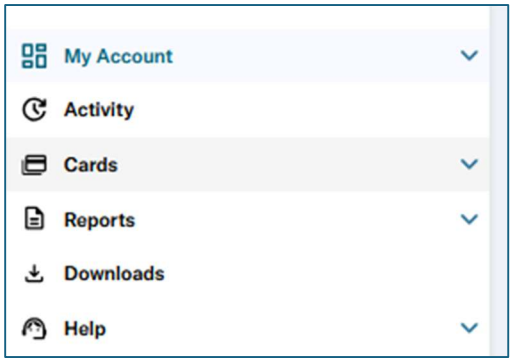
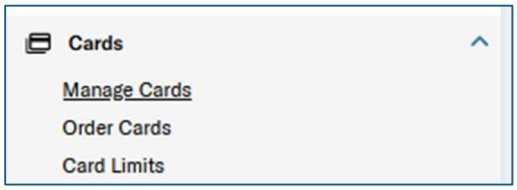
How to Change a PIN for Cards and Drivers using the Driven Portal

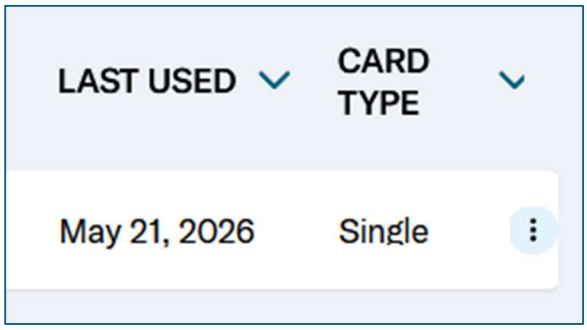
1. Log into the Driven Portal with your credentials.
2. In the left-hand menu, click on the Cards Dropdown Menu.



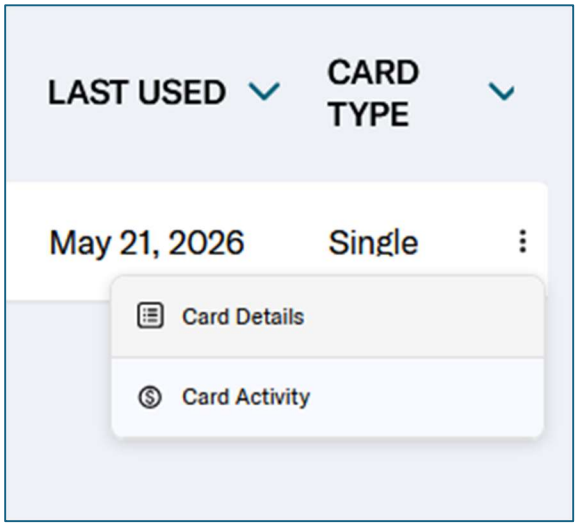
3. Click on Manage Cards.



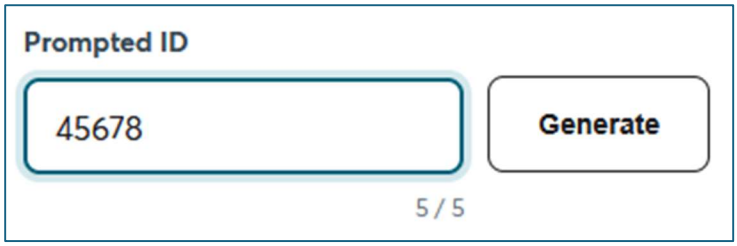
4. In the Manage Cards Screen, find the Single Card or Virtual Driver Number that you would like to change the PIN for. In the same row, look towards the rightmost edge to see three vertical dots. Click on those three dots.



5. On the dropdown menu that appears, select Card Details.



6. In the next screen, find the Card Settings section to see the Prompted ID. The current PIN can be found already entered in the text box.

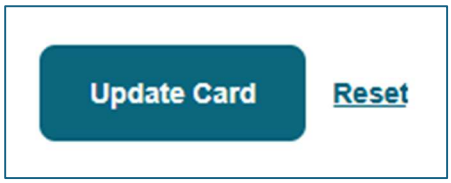


7. If you would like to manually enter a new PIN, enter the new PIN following these criteria:
    a. Enter only numbers without spaces.
    b. Must not start with a zero (0).
    c. Must not have three sequential numbers (123, 234, 345, etc.).
    d. Must not have three consecutive numbers (111, 222, 333, etc).
    e. Must be exactly 5 digits/numbers in length.

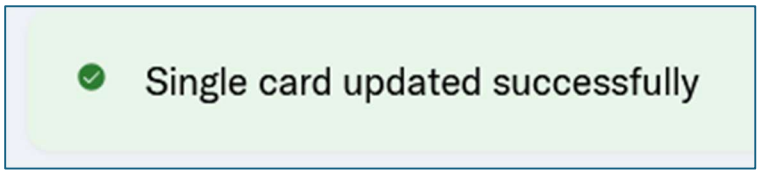
8. If you would like to have a randomly generated PIN, click on the Generate button.



9. Once you have manually entered a new PIN or clicked on the Generate button, click on the Update Card button towards the bottom left corner.



10. A pop-up towards the top of the screen will show with the message “Single card updated successfully” to confirm that the change has been made and is effective immediately.



Please note that instructions and visual elements of the newly released DRIVEN portal may change over time to reflect updates on user experience.