Accessing the Personal Information Menu
To access the Personal Information Menu, perform these steps:

Instructions

1. On the Main Menu, click Personal Information. The Personal Information Menu appears.

Changing a PIN
To Change a PIN, perform these steps:

Instructions

1. On the Personal Information Menu, click Change your PIN. The Change PIN page appears.
2. In the corresponding fields, enter the **Old PIN** and enter a **New PIN**.

3. Click **Change PIN**. The *Personal Information Menu* appears, notifying you that “Your changes were saved successfully.”