CREATE SHORT-CUTS TO OTP WEB-SITE

1. OTP Web-site Short-cut
   a. Click on your right mouse button while on your desktop. The below image will appear.

   ![Shortcut Creation Image]

   b. Choose the New and then Shortcut option. The following will appear. Type in the address for accessing the One Time Password Website:

   ![Shortcut Address Image]

   c. Click on the Next and Type in a Description for the Shortcut and click on Finish

   ![Shortcut Description Image]

   d. New Shortcut!