

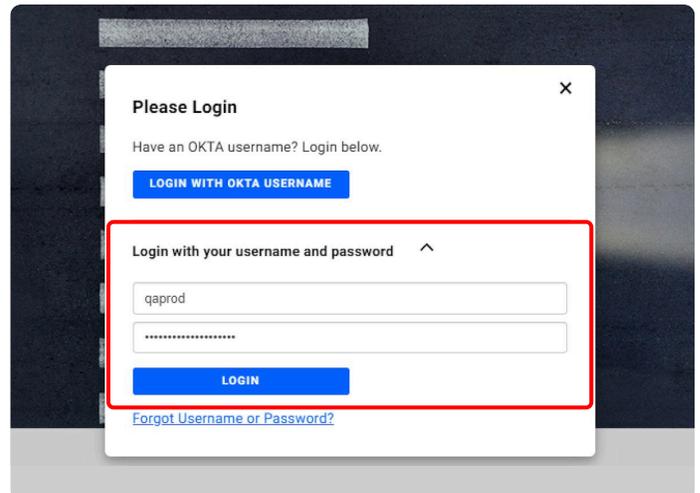
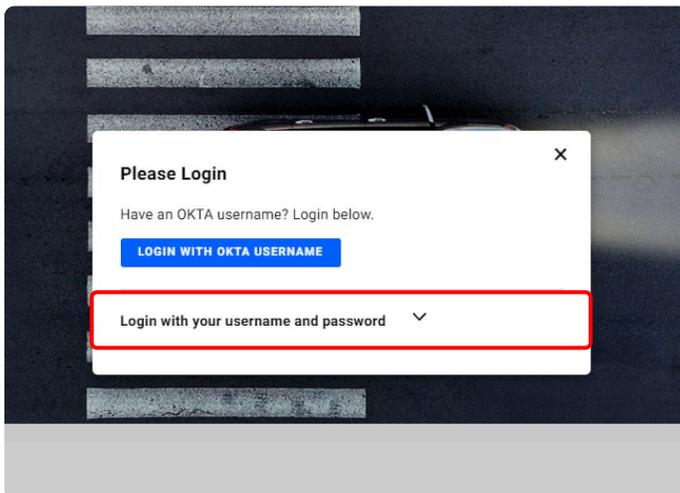
How to create my OKTA username



If you did not previously create an OKTA Username, you will need to create one. This process should only take about 2 minutes. Please see steps below on how to create your new OKTA Username for your private label site.

Step 1.

Log in to your private label site with your **username** and **password**. Click **“Login.”**





Step 2.

When you see this migration page, click **Create a New OKTA Username**.

OPENLANE

You'll need to upgrade to a OKTA username by June 30, 2025.

An OKTA username gives you secure access to your site.

Already have an OKTA username?
Link it to your account now.

LINK MY EXISTING OKTA USERNAME NOW

OR

Never set up an OKTA username?
You can create a new one now. This takes about 3 minutes.

CREATE A NEW OKTA USERNAME

[Remind me next time I sign in](#)

Have questions? Check out our [FAQ](#)

Step 3.

Enter an email address that is unique to you and re enter to confirm. Click **Continue**. *Make sure no one else has access to this email inbox.

OPENLANE

Pick an email only you can access to use as your OKTA username.

This email will:

- be your OKTA username
- be your password recovery email
- receive your email notifications

Email for OKTA username

email@example.com

BACK **CONTINUE**

Step 4.

When this screen appears, go to your email inbox to finish OKTA Username set up. Click **Back to Login**.

OPENLANE

Verification email sent.

To complete your OKTA username setup you must click the verification link in the email sent to:
email@example.com

If you did not receive an email, please [click here](#) to reset the password.

BACK TO LOGIN

Step 5.

Go to your email inbox, find your verification email and click **Finish OKTA Setup**.

email@example.com
to oktaqa

Translate to English

OPENLANE

Click the link below to verify your email.

Please follow the instructions in this email to create a OKTA password, and complete your setup.

If you did not create a OKTA username or feel you received this email by mistake, please contact support@openlane.com
Username: email@example.com

FINISH OKTA SETUP

If the link above does not work, you can copy and paste this link into your browser window:
https://guardianscatest.uat1.kar.hosting.com/okta/#page/OKTA_NEW_PASSWORD?token=algFB85muJRMF63tocQ&oldcUserName=testuser654%40email.com



Step 6.

Create a password that matches password requirements and click **Continue** and you'll go to the homepage.

OPENLANE

Choose your OKTA password

Your password must have:

- at least 8 characters
- upper and lower case letters
- a number
- a symbol (eg. !@#\$%^&*)

OKTA password

Confirm OKTA password

CONTINUE

Congrats!

You are now done creating your OKTA Username and can access your private label site with your new OKTA Username login.