

How to import your e-Cert into Internet Explorer

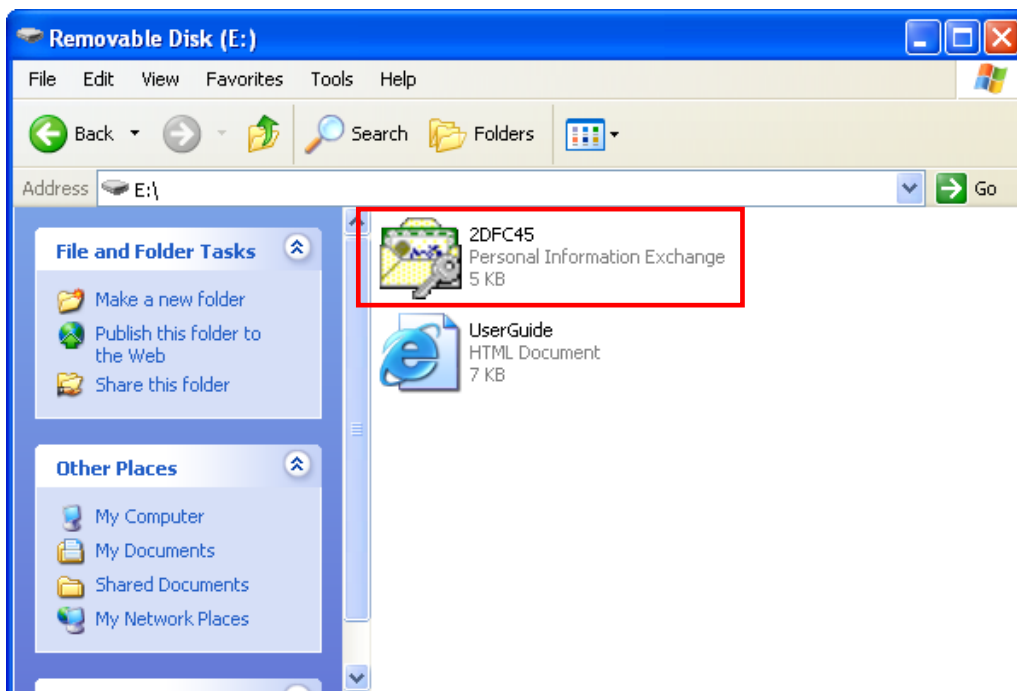
Before you import your certificate, please ensure that:

- A. you are using Internet Explorer 5.01 SP1 or above;
- B. you have received the certificate file (contained in e-Cert File Card[#] / e-Cert File USB); and
- C. you have the PIN Envelope provided by Hongkong Post Certification Authority

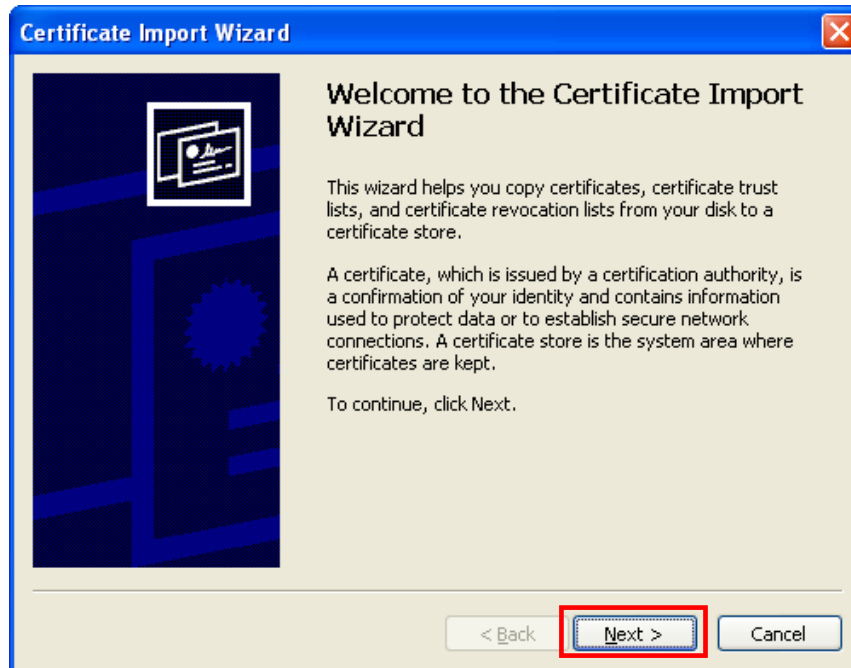
For e-Cert File Card user, please export the e-Cert to storage medium in prior. Please note that the software for e-Cert File Card can only run on Windows XP or above for the time being. To learn how to export the e-Cert from e-Cert File Card, please refer to the following user guide:

<http://www.eCert.gov.hk/product/ecert/guide/FileCard/img/crtutlguide.pdf>

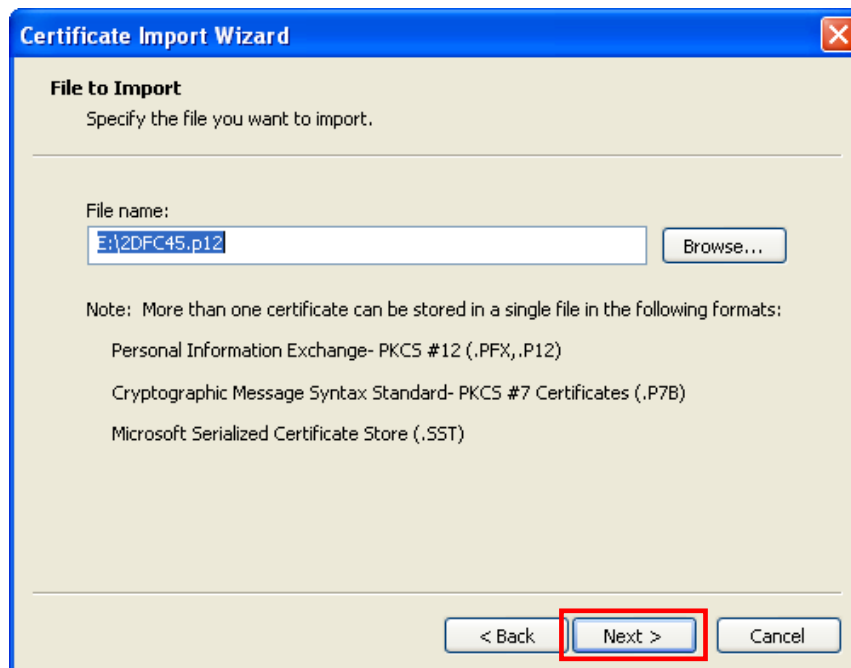
1. Double-click to open the e-Cert file on the storage medium.



- In the “Certificate Import Wizard”, click “Next” to continue.

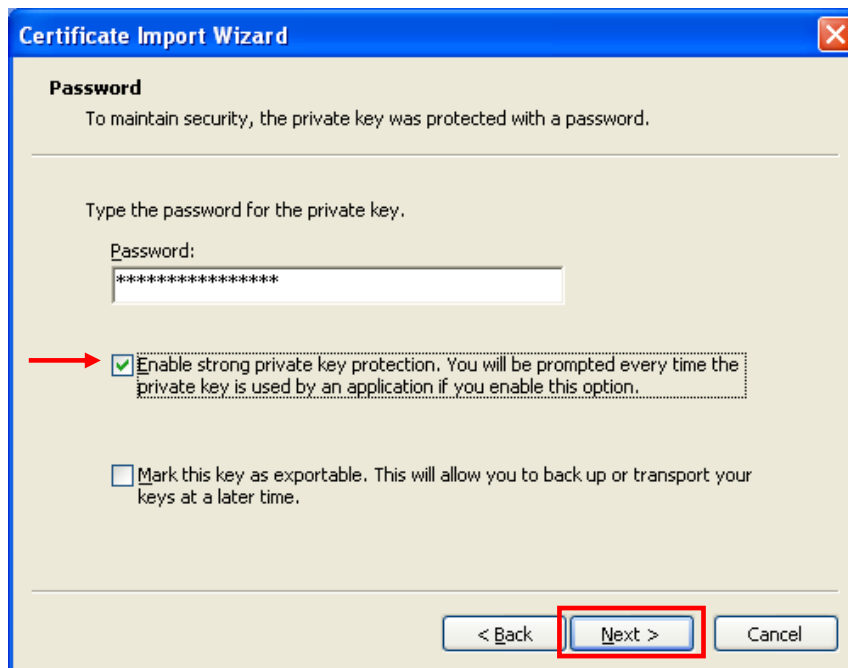


- The e-Cert file name is shown in the File name field, click “Next” again to continue.

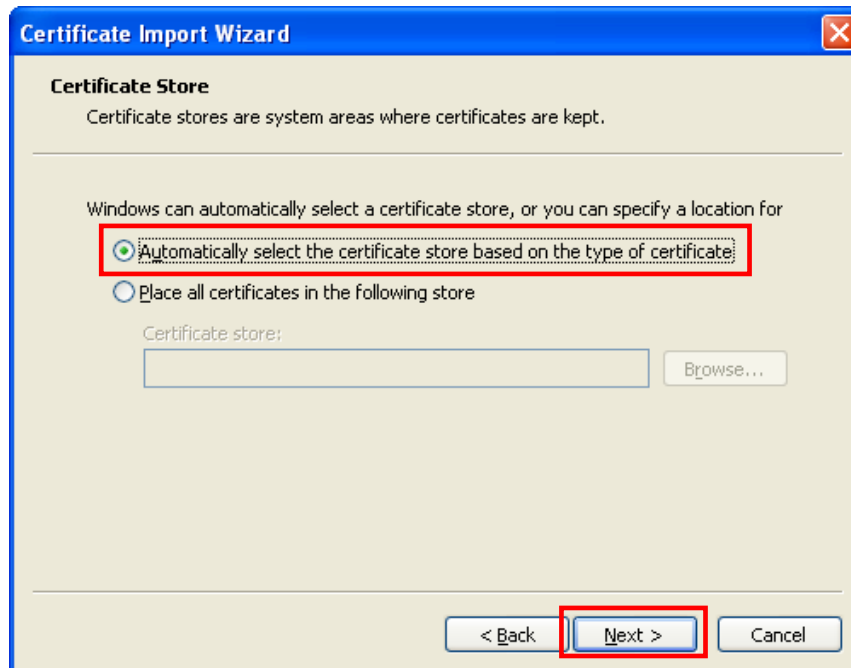


4. Enter the e-Cert password and enable the necessary options (see Note below), and then click “Next”. (If you have not altered the e-Cert password before, please enter the 16-digit PIN which can be found inside the PIN Envelope. You do not need to input the spaces within the PIN.)

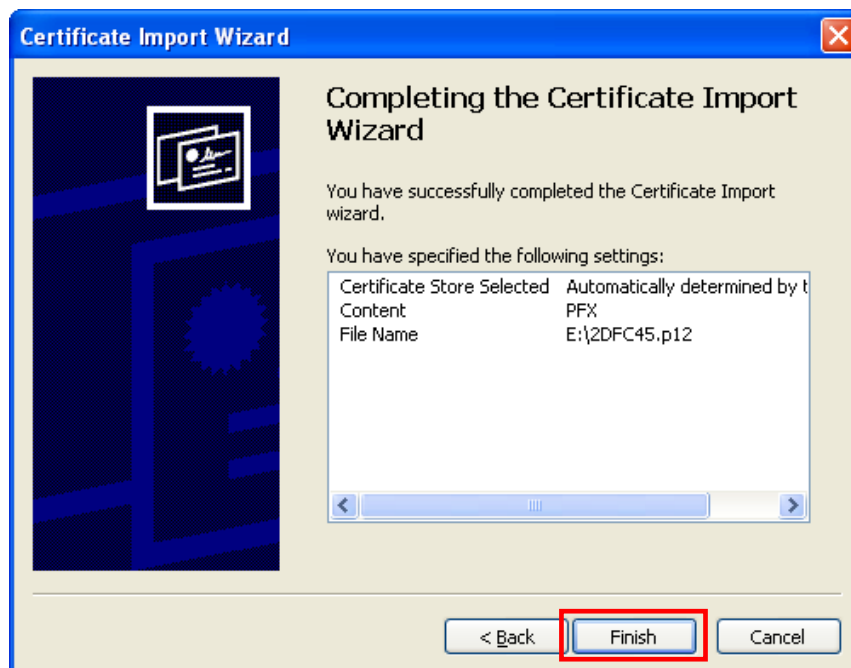
Note: This first option is to provide a higher security level, so that you will be prompted to enter the password each time an application accesses your private key. To allow you to back up or transport your certificate at a later time, you may also mark this certificate as exportable by enabling the second option.



5. Select “Automatically select the certificate store based on the type of certificate”, and then click “Next”.



6. Click “Finish” to close the wizard.



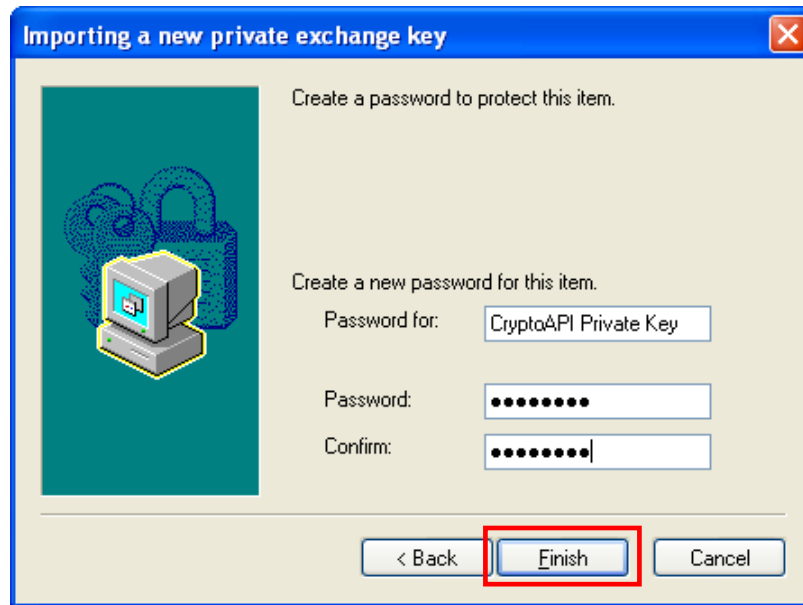
7. Click “Set Security Level”.



8. Select “High”, and then click “Next”.



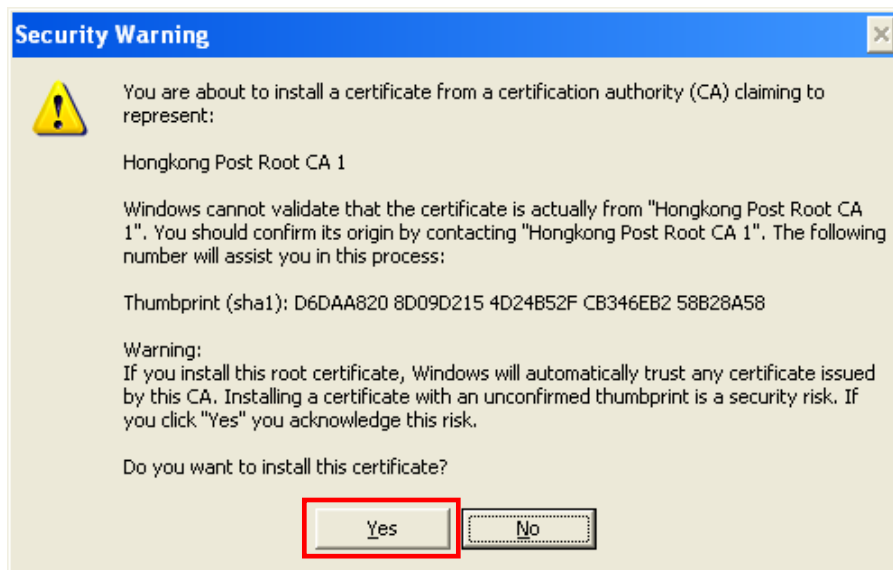
9. Set your password, and then click “Finish”.



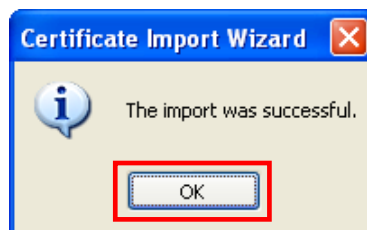
10. The screen displays “Security level set to High”. Click “OK”.



11. Click “Yes” to install the “Hongkong Post Root CA 1” certificate. (If the “Hongkong Post Root CA 1” certificate has been installed before, this step will be skipped.)

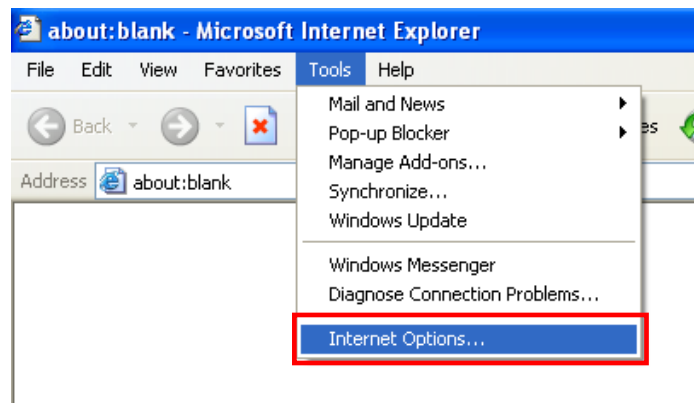


12. Click “OK” to finish the import process.

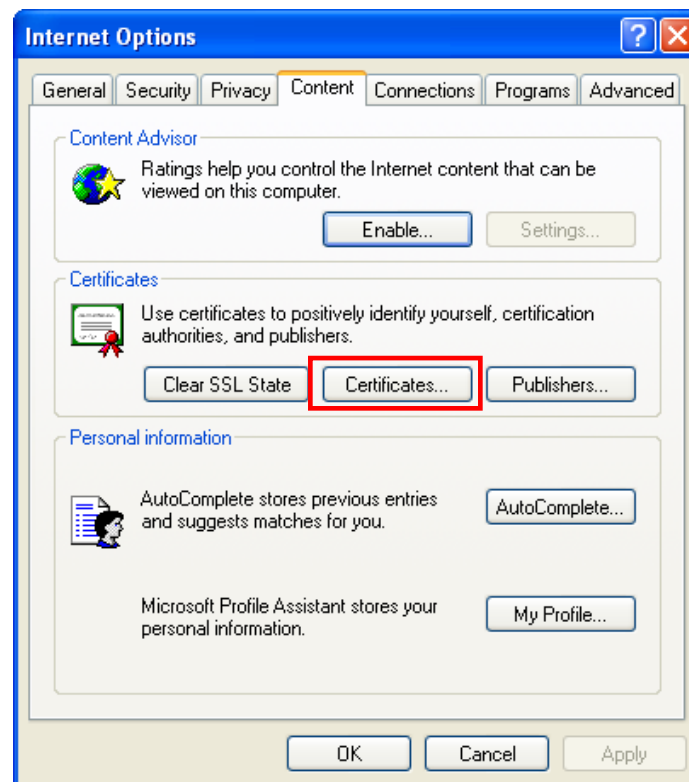


How to view your e-Cert in Internet Explorer

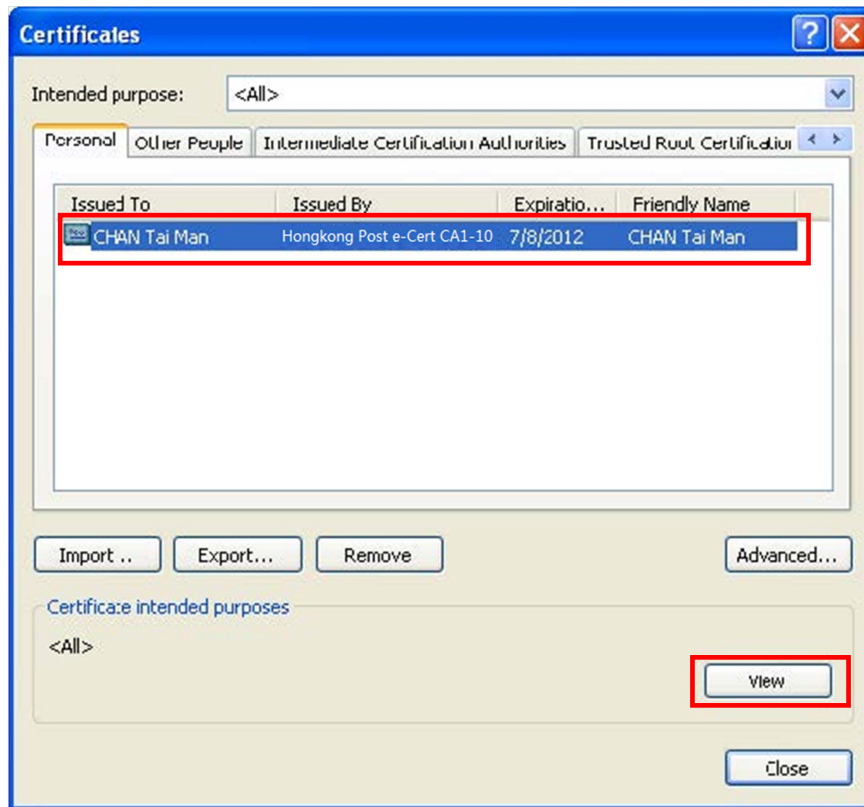
1. Start Internet Explorer, and then select “Internet Options” from the “Tools” menu.



2. In the “Contents” tab, click “Certificates”.



3. In the “Personal” tab, select your e-Cert and then click “View”.



4. You may view detailed e-Cert information by selecting the “Details” tab.

