

## **\*\* How to Export and Import an SDN Digital Certificate**

INTERNET EXPLORER 5.0 (and up)

### **EXPORT**

Click on Tools, Internet Options and the Content tab

In the certificates section in the middle, click the "Certificates" button. The available certificates are shown in the dialog box.

Click on the certificate to export. The "Export" and "Remove" buttons below the list become enabled.

Click the "Export" button. The Certificate Manager Export Wizard starts. On the Welcome screen, click Next.

Select the option to "Yes, export the private key" and click Next.

Leave the default to file type of Personal Information Exchange however:

1. UNCHECK the Enable Strong Protection if that is checked (for IE 5.0 or NT 5.0 or above)
2. CHECK the "Include all certificates in the certification path"
3. Click Next.

Complete the Password screen. We suggest using the SDN Challenge Phrase if it was kept private. Click Next.

This is where the certificate file will be saved. Click the Browse button. If you do not specify a path, it will export to a default directory on the hard drive. The preferred option would be to insert a floppy disk and specify A:\ for the path. Type the path and filename of the file to export. For example, "A:\First Name Last Name CDC Certificate.pfx" It will automatically give it the .pfx extension. Click Save.

Click Next.

Review the information and click Finish.

The next message should indicate the success of the export.

### **IMPORT**

Click on Tools, Internet Options and the Content tab

In the certificates section in the middle, click the "Certificates" button. The available certificates are shown in the dialog box.

Click the "Import" button. The Certificate Manager Import Wizard starts. On the Welcome screen, click Next.

Browse to the certificate file on the floppy disk and click Next.

Enter the password used to protect the certificate. Leave the check boxes unchecked and click Next.

Select the "Automatically select the certificate store..." (which may be the default) and click Next.

Review the information and click Finish.

The next message should indicate the success of the import.

NETSCAPE 4.6 (and up)

EXPORT

Click the toolbar option for "Security". The Security Info screen appears.

Under the heading "Certificates", click "Yours". Your certificates are displayed.

Click on the certificate to export. Click the Export button.

If your Netscape DB is protected with a password, you will be prompted to enter it (see Communicator Certificate DB password instructions below).

Type the path and filename to export in the dialog box, then click Save.

The next message should indicate the success of the export.

IMPORT

Click the toolbar option for "Security". The Security Info screen appears.

Under the heading "Certificates", click "Yours". Your certificates are displayed.

Scroll down to see that under the box showing the certificates, there is a button "Import a Certificate"; Click it.

Browse to the certificate file on the floppy disk and click Open.

If your Netscape DB is protected with a password, you will be prompted to enter it (see Communicator Certificate DB password instructions below).

The next message should indicate the success of the import.

NETSCAPE COMMUNICATOR CERTIFICATE DB PASSWORD

The Communicator Certificate DB password is specific to the Netscape browser you're using and should have been set during the initial application process.

If you are getting this dialog box and you cannot recall the password, or if someone else set the password, or if you suspect you've been locked out, do the following:

- 1) Close Netscape and click the Start button
- 2) Select Search or Find
- 3) Enter \*.db as your search criteria and search the C: drive or wherever your program files are installed.
- 4) Locate files cert7 (may be cert7.db), key3, signed0, and secmod in your Netscape directory and delete them.

This will wipe out any certificates that have been installed in Netscape, but you should be able to

import successfully afterwards.