USER GUIDELINE

POS Digicert

HOW TO INSTALL P12 CERTIFICATE

POS DIGICERT SDN BHD (**457608-K**)

No.8-3A-02, Star Central,
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1. Locate the P12 certificate file that you received from email in your default download directory. Please note that the .zip file is encrypted. You will receive the password to access the .zip file and the PIN to access the certificates via a separate email registered in the application form.

2. Double click on the file to launch the Certificate Import Wizard. Keep the Store Location as **Current User** and click **Next**.
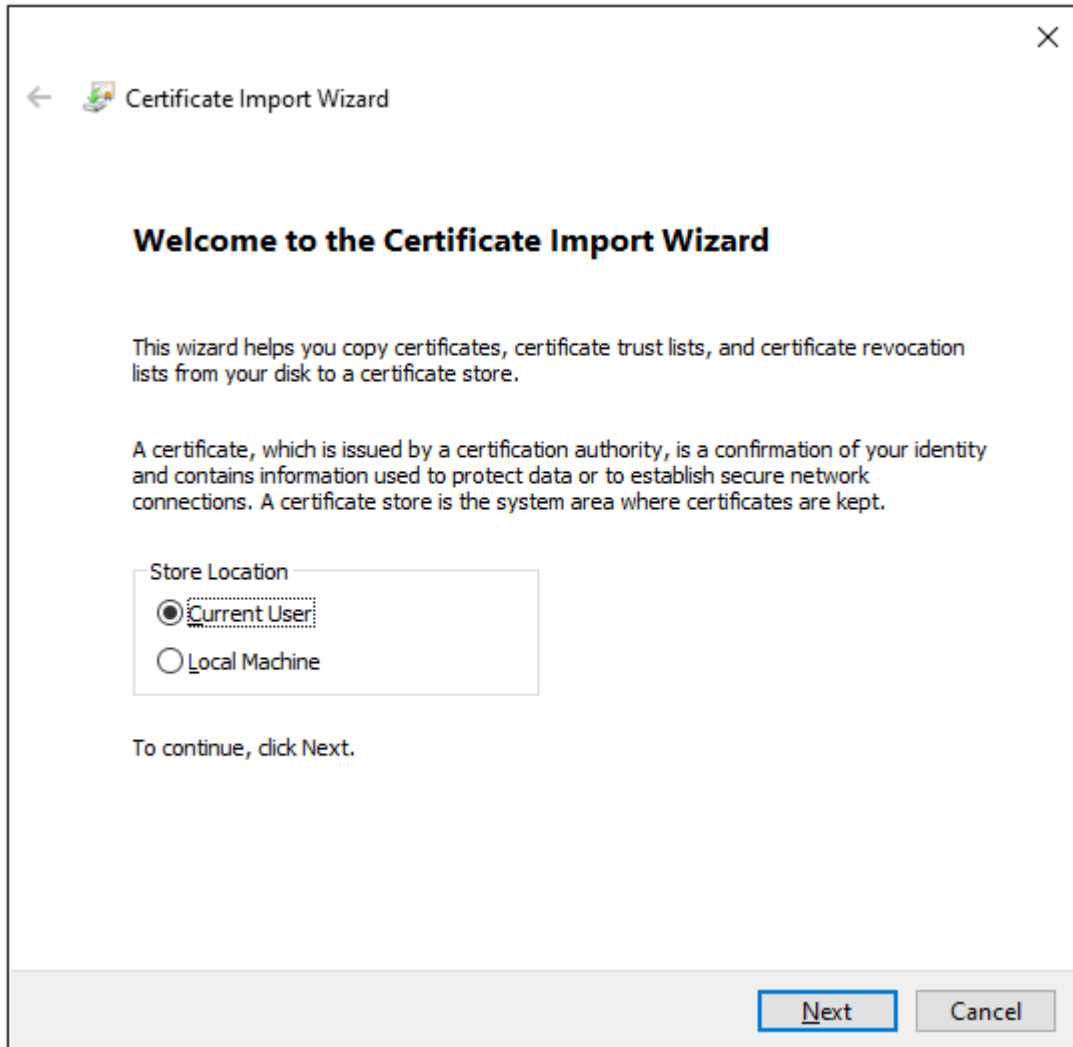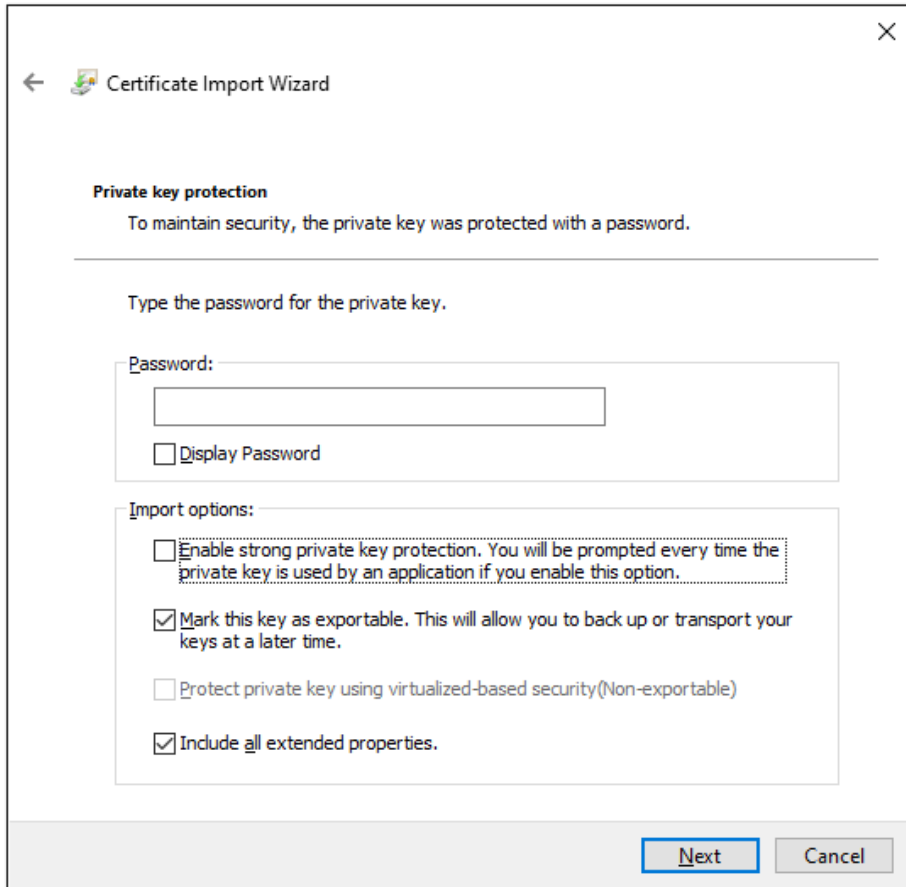
3. Click **Next** button.
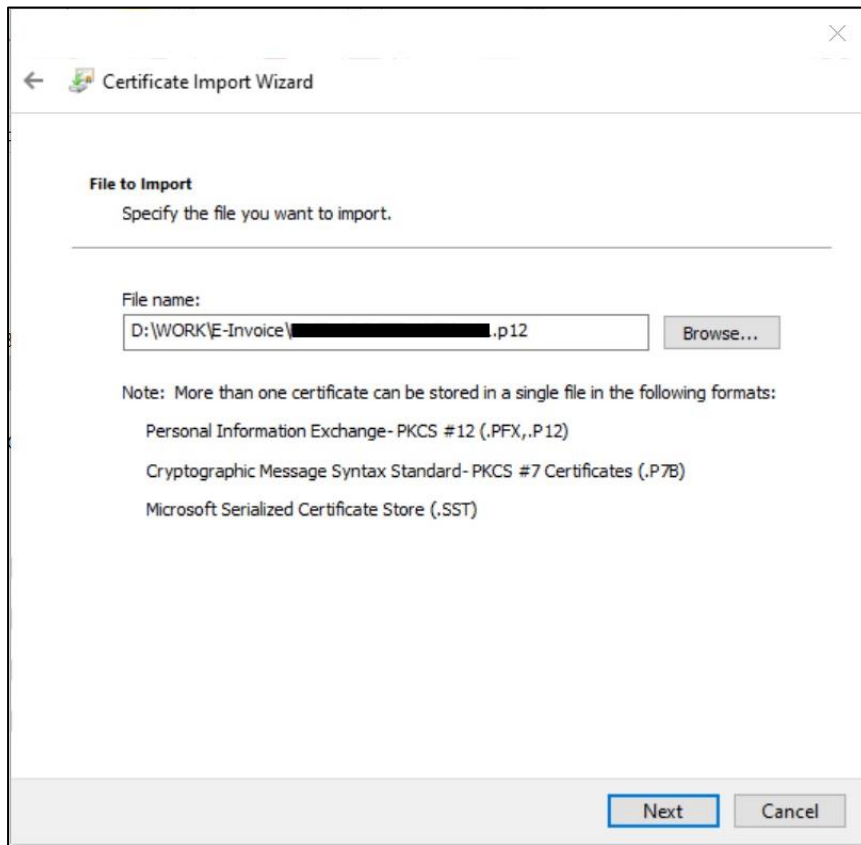
4. On the **Private key protection** page, do the following:

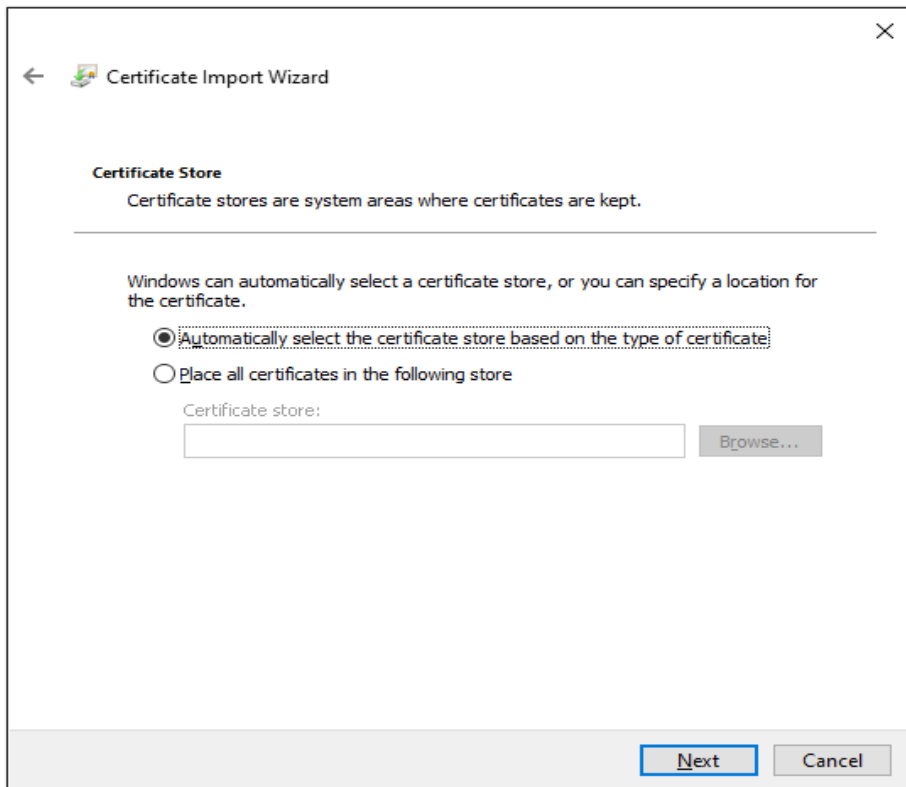   **Password:** Paste in the password displayed on the screen where the certificate was downloaded.
   Mark this key as exportable: Check this box so that you can back up or export the certificate when needed.
   **Include all extended properties:** Check this box.

   NOTE: If this certificate will be used with SPEAR, you must select **Enable strong private key protection**.

Certificate Import Wizard

Private key protection

To maintain security, the private key was protected with a password.

Type the password for the private key.

Password:

[   ]

☐ Display Password

Import options:

☐ Enable strong private key protection. You will be prompted every time the private key is used by an application if you enable this option.

☑ Mark this key as exportable. This will allow you to back up or transport your keys at a later time.

☐ Protect private key using virtualized-based security(Non-exportable)

☑ Include all extended properties.

[Next] [Cancel]

5. Leave the default option select to **Automatically select the certificate store**.

Certificate Import Wizard

Certificate Store

Certificate stores are system areas where certificates are kept.

Windows can automatically select a certificate store, or you can specify a location for the certificate.

◉ Automatically select the certificate store based on the type of certificate

○ Place all certificates in the following store

Certificate store:

[   ] [Browse...]

[Next] [Cancel]

6. On the Completing the Certificate Import Wizard page, verify that the settings are correct and then, **click Finish**.
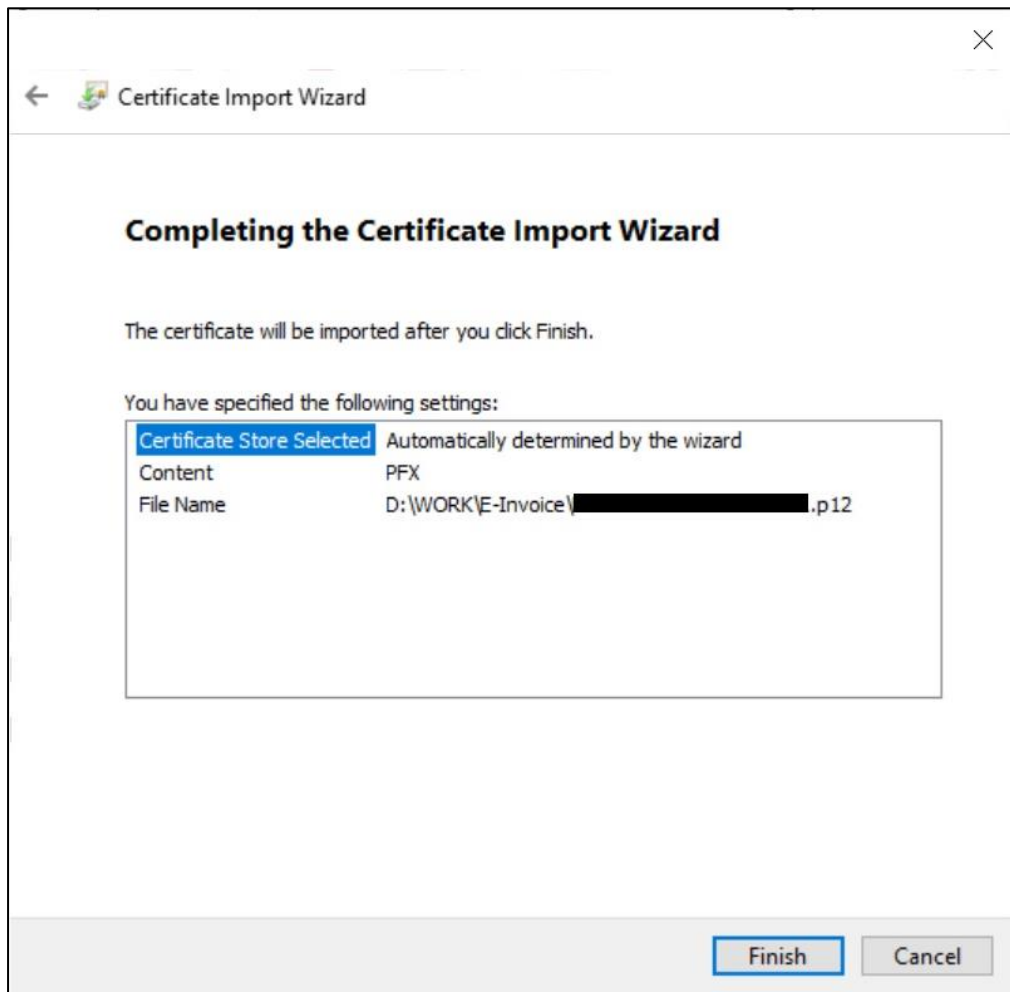
7. You should receive "The import was successful" message.