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How to Import a Digital Certificate Using Microsoft® Internet Explorer 7+

To import a digital certificate using Microsoft Internet Explorer 7+, follow the below instructions:

1. Locate the back-up file previously saved/exported.

2. Double-click the file. The **"Certificate Import Wizard"** will open. Click **"Next"**.

3. Click **"Next"**.

4. Type in the password that was chosen when exporting the certificate. The check-boxes on this screen are optional, but we recommend putting checks in both. Here is the description of each:

   - **"Enable Strong Private Key Protection"**
     - If this is not chosen, then IE stores your certificate (and private key) with low security.
     - If it is enabled, it will allow you to choose **"Medium"** or **"High"** security later.
     - Medium security causes IE to ask if you are sure each time the certificate is used.
     - High security causes IE to ask you for a password each time the certificate is used.

   - **"Mark the Private Key as Exportable"**
     - If this is not chosen, then you can never export this certificate from this computer in the future.

5. The **"Certificate Store"** window should open (if you had put the check mark in **"Include all certificates…"** when exporting previously). Click **"Next"**.

6. Click **"Finish"**.

7. If **"Enable Strong Private Key Protection"** in Step 4 was chosen, then **"importing a new private exchange key"** window opens. By default, it is set to Medium Security (as described in Step 4 above). If you choose to use High Security, then click the **"Set Security Level"** button and follow the instructions there.

8. Click **"OK"** on the **"Importing a new private exchange key"** window.

9. It should show **"The import was successful"**. Click **"OK"**.

You may test the digital certificate on the IdenTrust website at: **www.identrust.com/test**

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