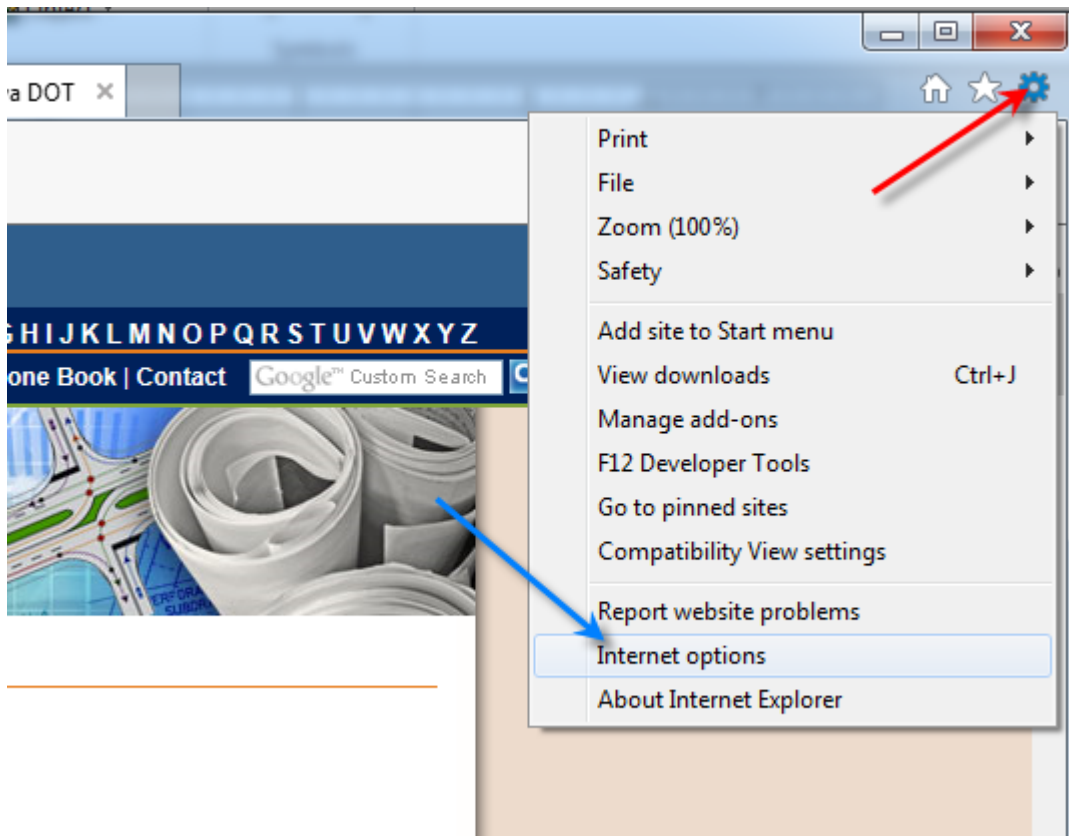


Exporting a Digital Certificate

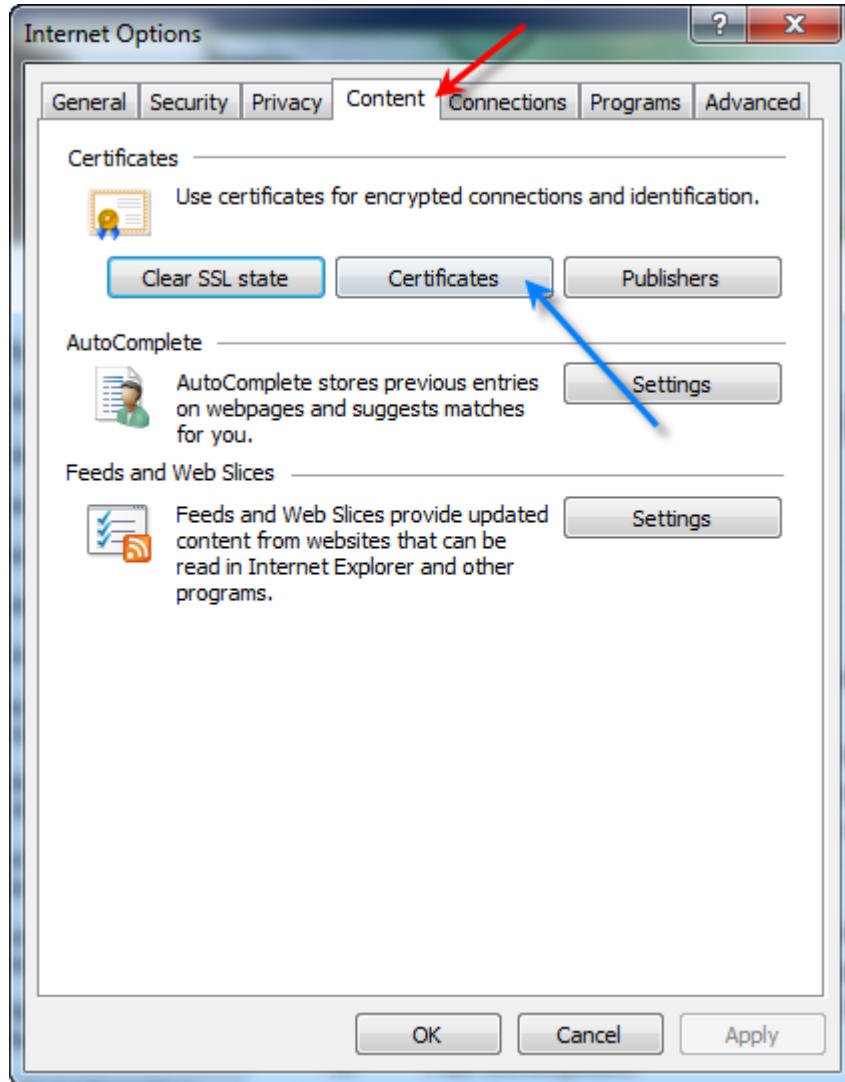
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Instructions

Originally Issued: 07-17-18

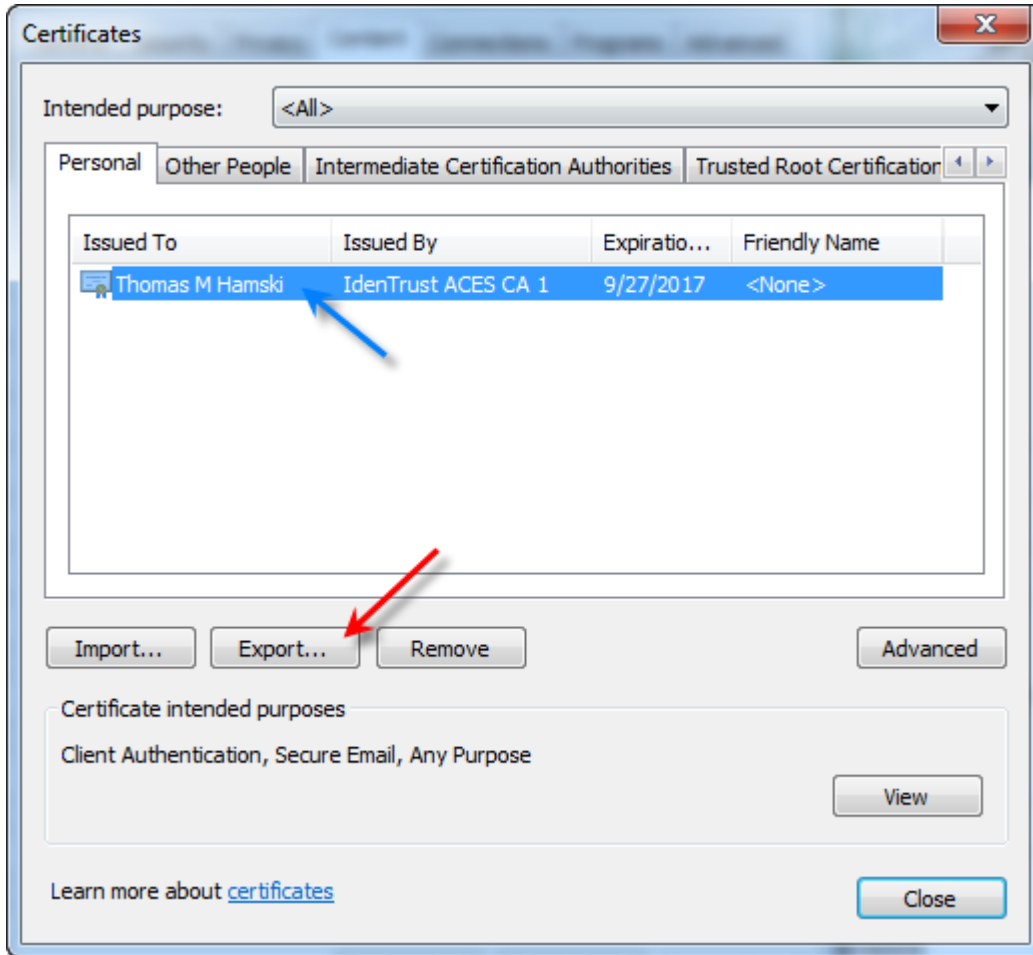
If your certificate is not showing up in either the XML signing utility or MicroStation, you will need to export it from Internet Explorer. Open Internet Explorer. Click on the Setting gear in the top right corner and select **Internet Options**.



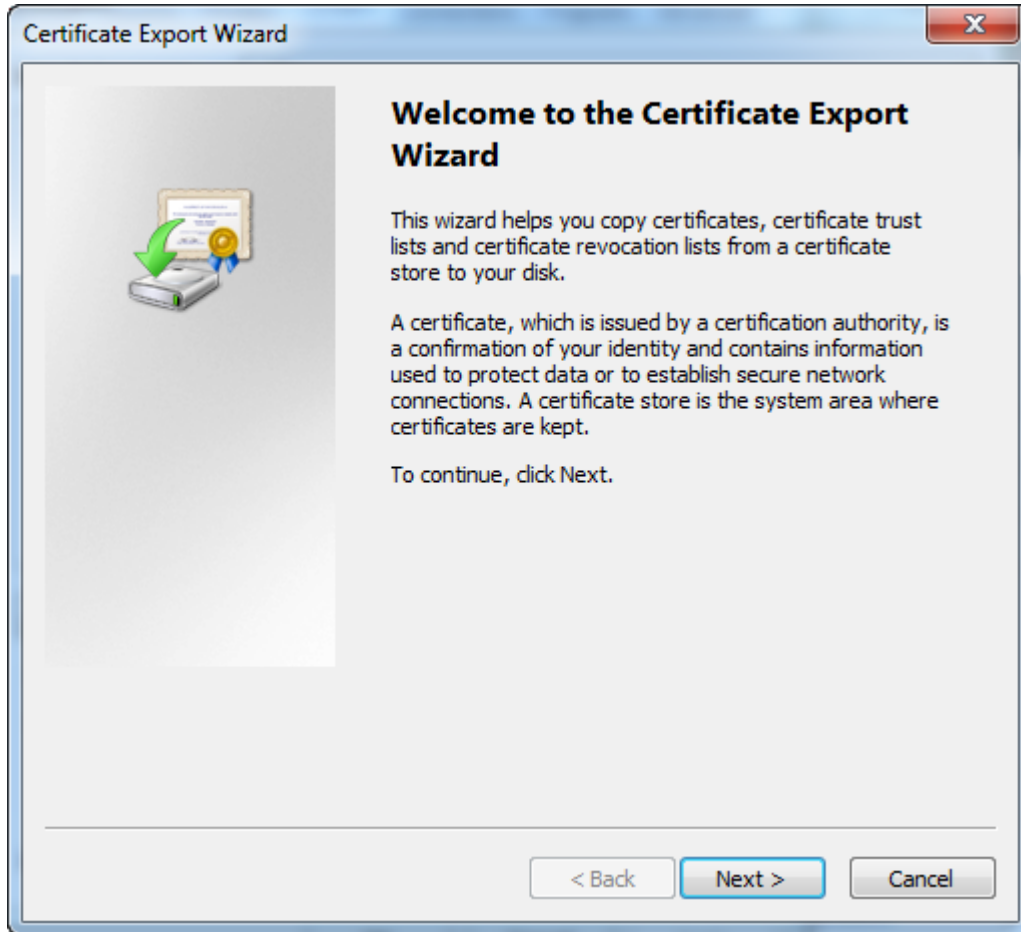
Select the **Content** menu and *Click Certificates* button.



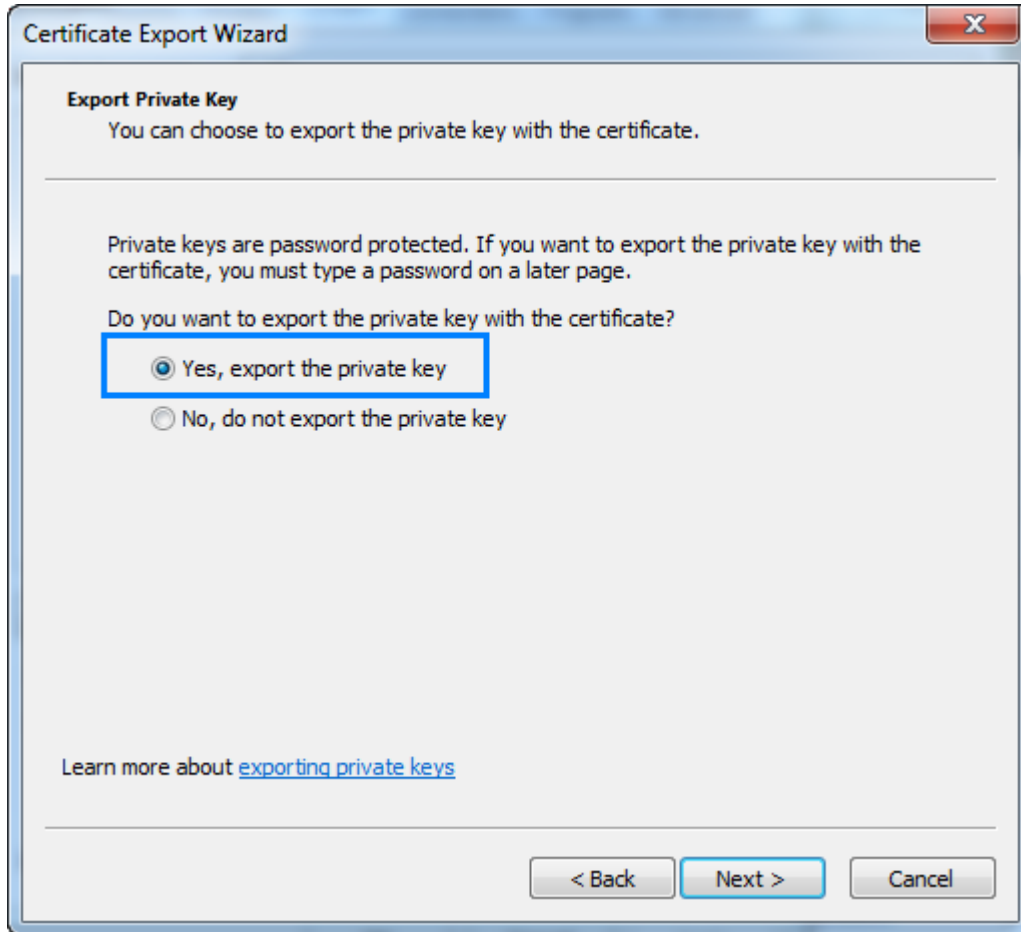
Select the IdenTrust ACES certificate and *Click Export*.



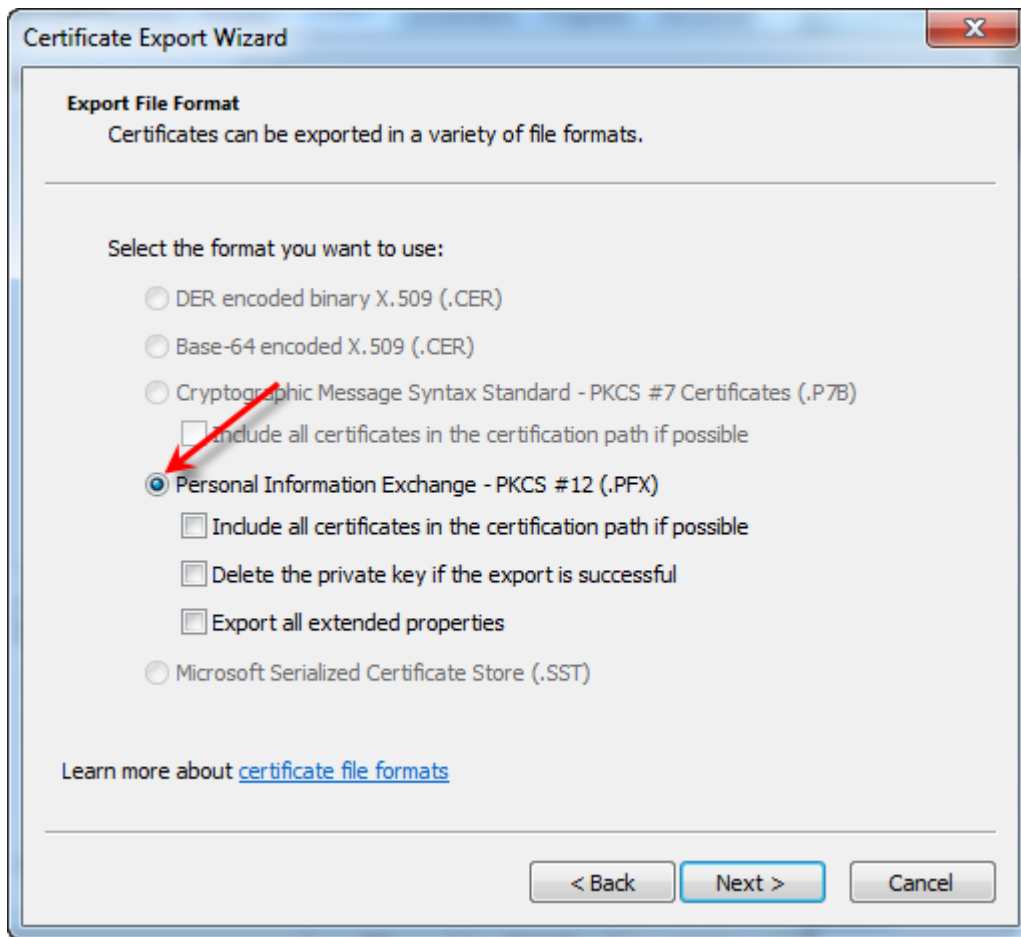
Click **Next**.



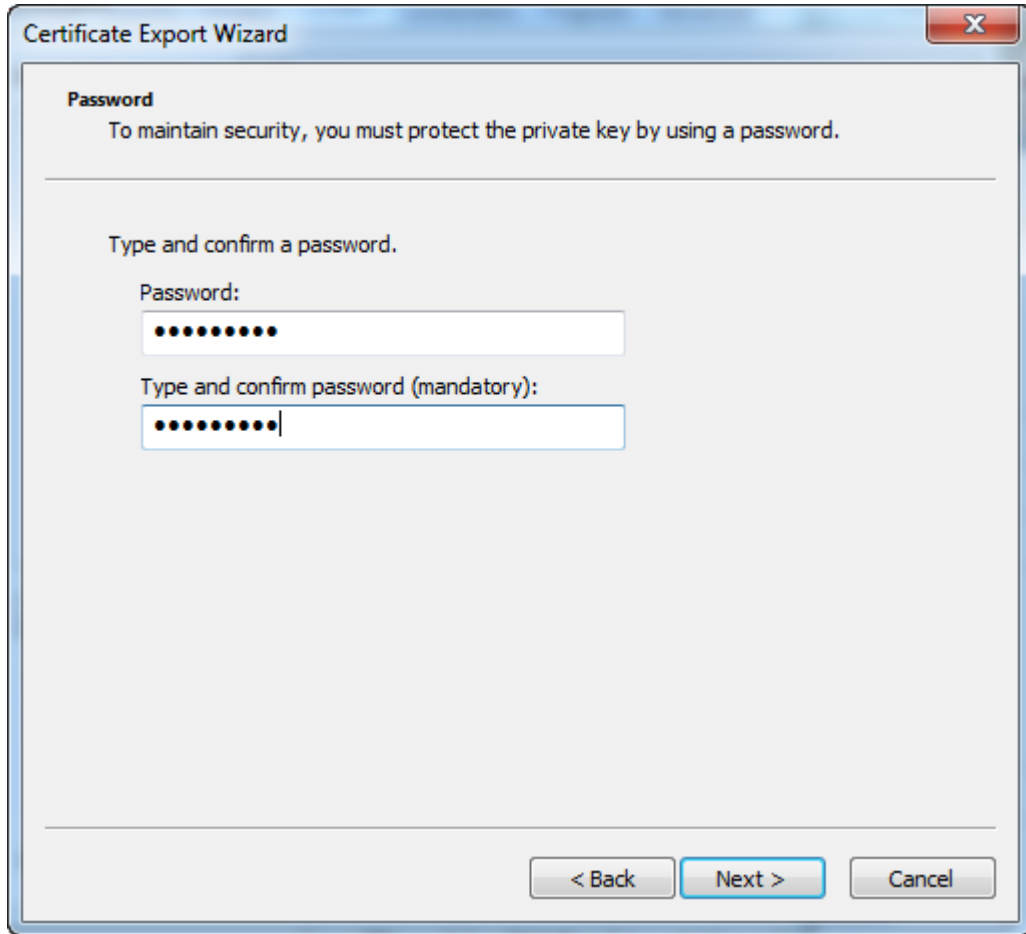
Select **Yes, export the private key**. *Click Next.*



Select **Personal Information Exchange** (Leave all the options blank.) and *Click Next*. Leave all the options blank.

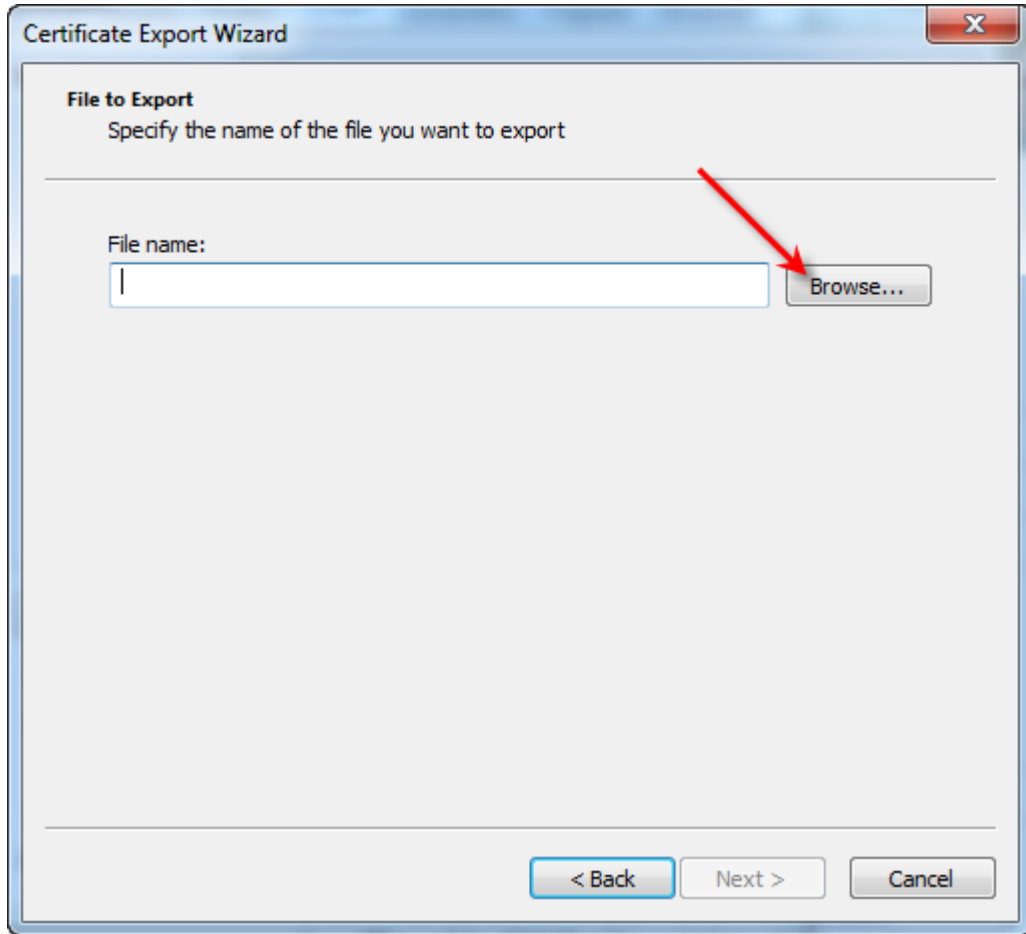


Enter your password of the certificate to protect the primary key. *Click Next.*

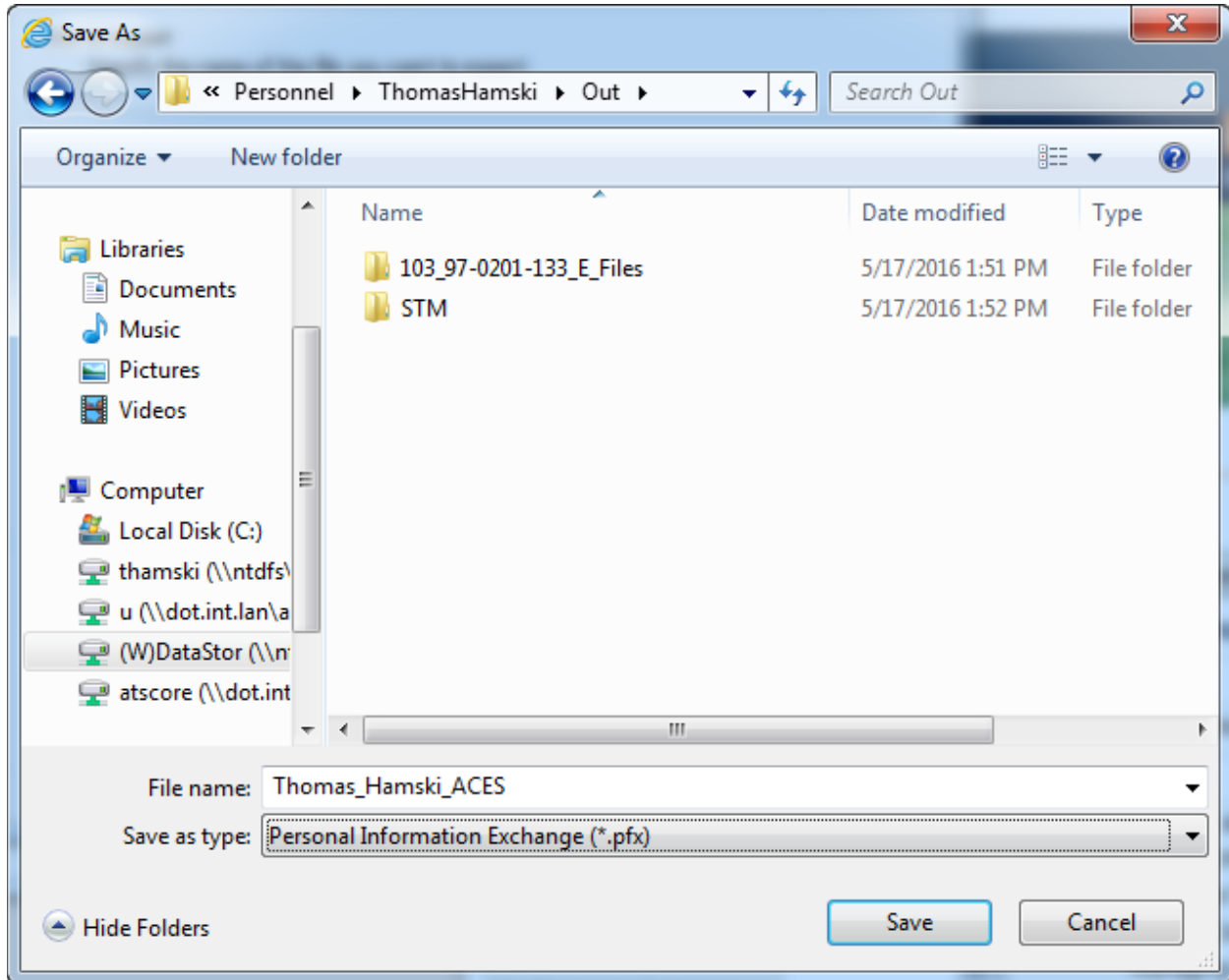


The image shows a 'Certificate Export Wizard' dialog box with a title bar containing a close button (X). The main content area is titled 'Password' and contains the following text: 'To maintain security, you must protect the private key by using a password.' Below this is a horizontal line, followed by the instruction 'Type and confirm a password.' There are two text input fields: the first is labeled 'Password:' and contains ten black dots; the second is labeled 'Type and confirm password (mandatory):' and contains ten black dots with a vertical cursor at the end. At the bottom of the dialog box, there are three buttons: '< Back', 'Next >' (which is highlighted with a blue border), and 'Cancel'.

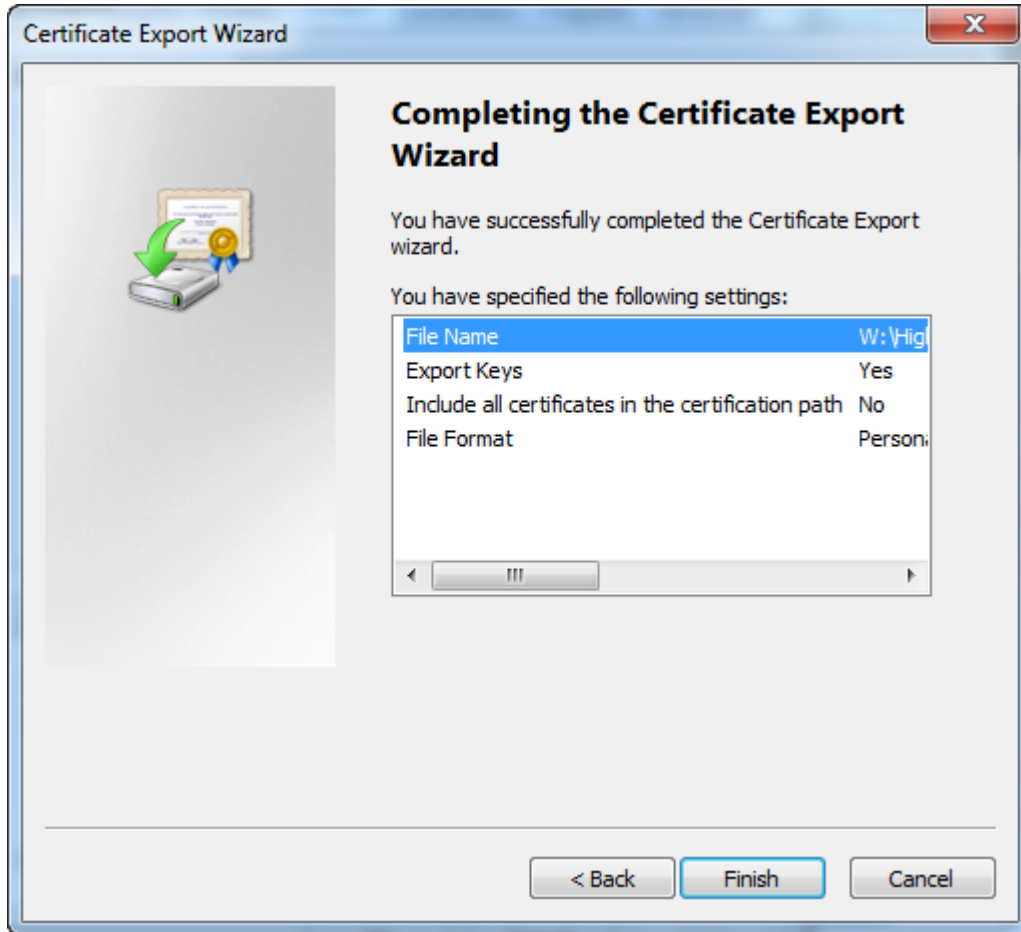
Click **Browse** to select a path to save the certificate to.



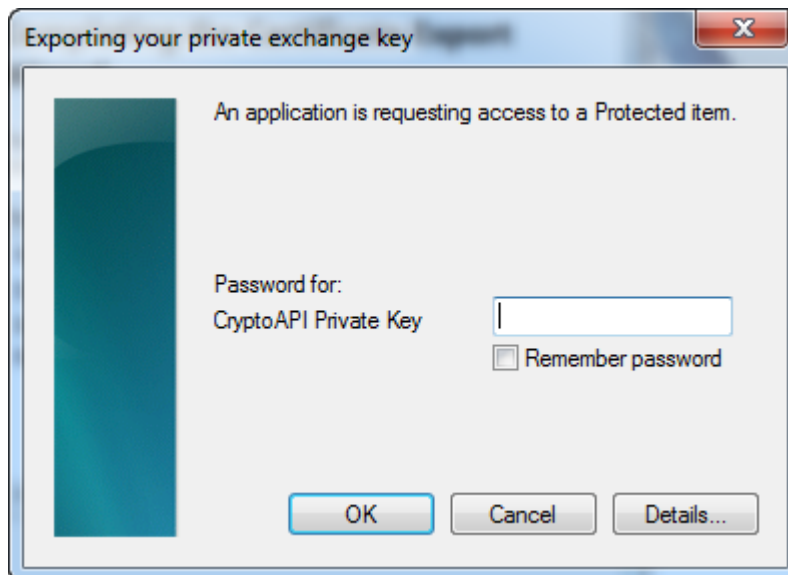
Select a file name and *Click Save*.



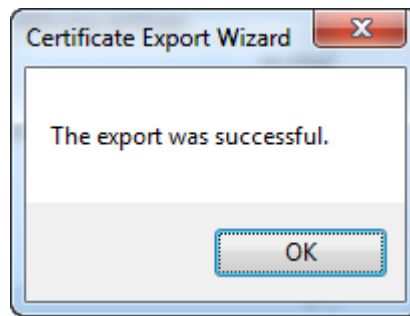
Review and *Click Finish*.



You will be prompted for your password for the Key. Type in your password and *Click OK*.



The dialog box below will appear. The digital certificate has now been exported to a standalone file that can be used on other computers to use your digital certificate.



To install the certificate into the computer, double click on the pfx file in Windows Explorer on the computer for which you wish to use the digital certificate.

Chronology of Changes to Design Manual Section:

021M-101 Exporting a Digital Certificate

7/17/2018 NEW
New.