

How to Load the CMS Mail Certificate

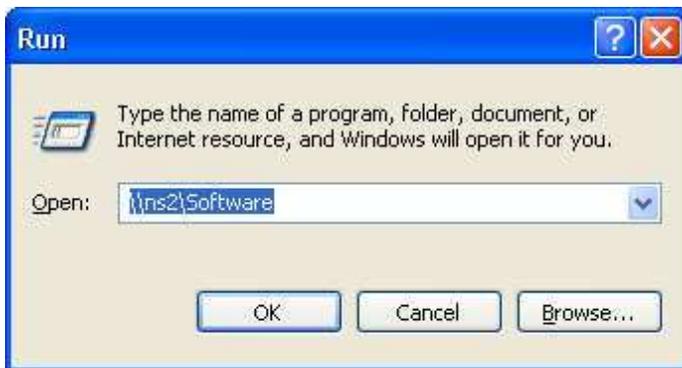
These instructions are for Windows 2000 and Windows XP computers wired into our Marine Science network (not for wireless).

If you see this annoying little popup when you're entering Outlook or Outlook express, and again when you send your first e-mail



You can get rid of it by loading the certificate into your PC, using the following procedure. Installing the certificate authority doesn't exempt you from authorizing yourself to the mail server with your username and password. It just allows the self signed certificates from our server to be authorized.

Click on the [Start](#) button then click [Run](#). Type in `\\ns2\Software` after "Open: " and click [\[Ok \]](#). You have to be on our Marine Science network to be able to access `\\ns2\Software`. If you want to do this from home, you'll have to copy the certificate to a floppy to take home, or ftp it from seas, in the `/usr/local/downloads` directory.



If you get a popup box asking for a username and password, the username is “guest”, leave the password blank. If you’re using XP, check the box to save the password then click OK.

Find the folder [MailCertificate](#) and click on it. Click on [mail_cert.cer](#)

The following window should appear -



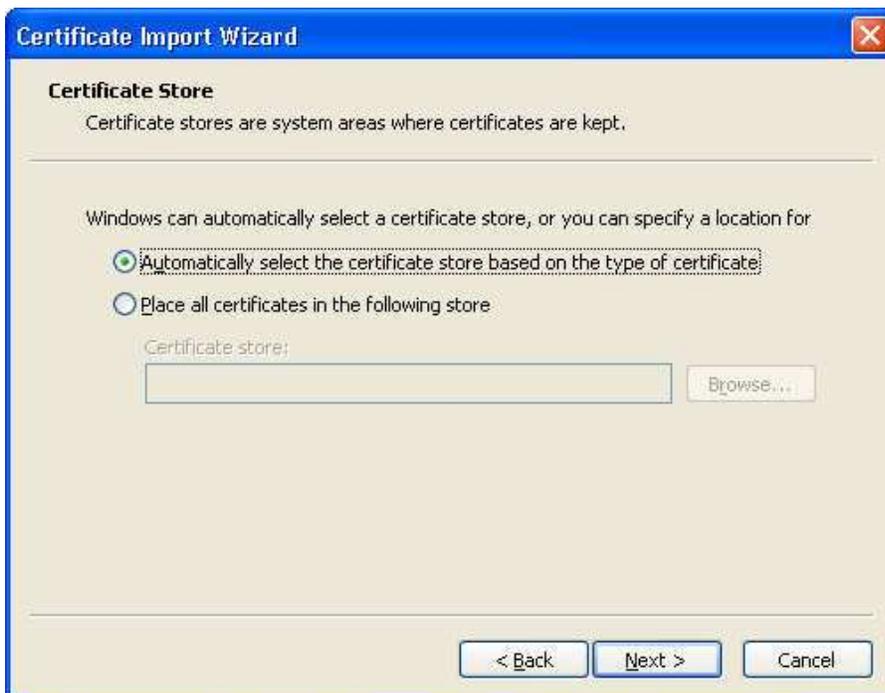
Click on [\[Install Certificate...\]](#)

A "Certificate Import Wizard" will appear.



Click on the [Next>] button.

The next screen titled "Certificate Store" appears



The option "Automatically select the certificate store based on the type of certificate" should be selected, click [Next>].

Finally the "Completing the Certificate Import Wizard" screen appears.



click on the [Finish] button.

Another window will pop up asking you to verify the authenticity of the certification authority.



Click [Yes].

You should get a windows which says "The import was successful.".



Click the [OK] button. You'll be left with the original "Certificate" window.



Click the [OK] button to close it.

Now you shouldn't see the warning about the mail certificate when you start Outlook.