

■ BCC CORPORATE MyWebReporting →

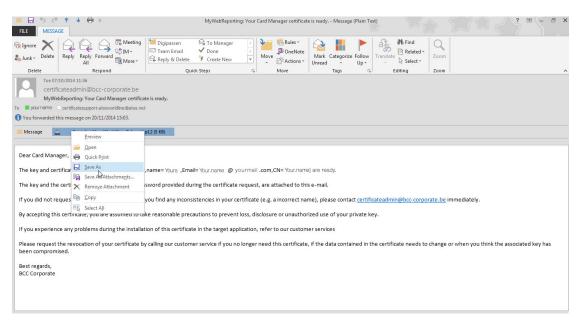
CERTIFICATE INSTALLATION MANUAL

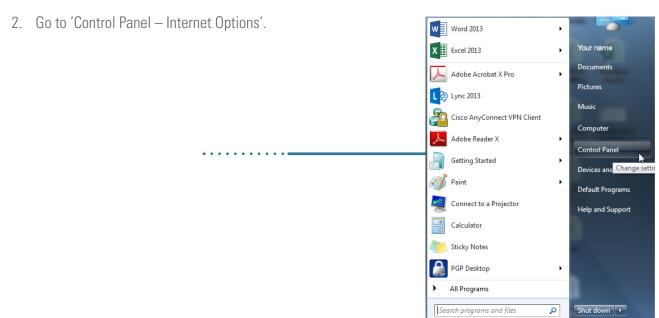
FOR CARD MANAGERS

HOW TO IMPORT/INSTALL A CERTIFICATE?

The easiest way to install the certificate is to go via 'Control Panel – Internet Options' Following steps are needed in this case:

1. Save the certificate file attached in the e-mail sent from BCC Corporate on your local drive of your computer.





3. In the screen 'Internet Properties', please select Internet Properties the 'Content'-tab and click on 'Certificates'. General Security Privacy Content Connections Programs Advanced Content Advisor Ratings help you control the Internet content that can be viewed on this computer. Enable... Settings Certificates Use certificates for encrypted connections and identification. Clear SSL state Publishers Certificates AutoComplete AutoComplete stores previous entries Settings on webpages and suggests matches for you. Feeds and Web Slices Feeds and Web Slices provide updated Settings Feeds and web sites provide applications of the content from websites that can be read in Internet Explorer and other Cancel Apply 4. Click on 'import' in the Certificates screen. Certificate Import Wizard The Certificate Import Wizard will open. You Welcome to the Certificate Import Wizard can click 'Next'. This wizard helps you copy certificates, certificate trust lists, and certificate revocation lists from your disk to a certificate store. A certificate, which is issued by a certification authority, is a confirmation of your identity and contains information used to protect data or to establish secure network connections. A certificate store is the system area where certificates are kept. To continue, click Next. Cancel Next > 5. Please browse for the Certificate you have Certificate Import Wizard saved in step1. Then click Next: File to Import Specify the file you want to import, File name: Browse... Note: More than one certificate can be stored in a single file in the following formats: Personal Information Exchange-PKCS #12 (.PFX,.P12) Cryptographic Message Syntax Standard-PKCS #7 Certificates (.P7B) Microsoft Serialized Certificate Store (.SST) Learn more about certificate file formats

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6. The window for password entry is opened. Enter (or paste or Ctrl V) the password that you received in the certificate password e-mail and click Next:



7. The window enabling the user to select a certificate store is opened. Please select 'automatically select the certificate store based on the type of certificate' and click 'Next'.



8. The window notifying about the certificate import completion is displayed. Once this window is validated, the certificate will be installed.

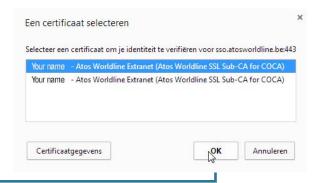
Click Finish:



 A message is displayed, informing about the successful import of the certificate.
 Confirm the message by clicking OK



10. After the installation of the certificate, please close all internet sessions and re-open and use the following link *https://mywebreporting.bcc-corporate.be* to re-open the new Webreporting. You will receive the following pop-up:



11. Please click on OK and you will be able to enter your password and enter the MyWebReporting-tool.