

## Mozilla Firefox

- On Windows, open the "Tools" menu and click "Options". On Linux, open the "Edit" menu and click "Preferences". On Mac, open the "Firefox" menu and select "Preferences".
- Navigate to the "Advanced" section and find the "Certificates" area. Click on the "Manage Certificates" button and then the "Your Certificates" tab.
- Click the "Import" button.
- Select the certificate that you wish to restore and click "Open".
- You may be asked for your Master Password (a Firefox feature that protects all the certificates and passwords stored by your browser). Type it in and click "OK". You should see a message telling you that the certificate was imported successfully. Click "OK".

### Contacts

If you would like more information on any part of the NGS or if you have any queries then please contact:

#### NGS Support Centre

email [support@grid-support.ac.uk](mailto:support@grid-support.ac.uk)

#### NGS

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### Keep in touch with the NGS

#### Mailing lists

If you would like to be kept up to date with news from the NGS then join our mailing list to receive fortnightly news updates including events and training opportunities.

[www.jiscmail.ac.uk/NGS-NEWS](http://www.jiscmail.ac.uk/NGS-NEWS)

If you are a user of NGS resources then join our status mailing list to be kept up to date with service news and updates.

[www.jiscmail.ac.uk/NGS-STATUS](http://www.jiscmail.ac.uk/NGS-STATUS)

The NGS also has many other outreach mechanisms including a Facebook group and a blog ([www.nationalgridservice.blogspot.com](http://www.nationalgridservice.blogspot.com))



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# Looking After Your Certificate

## Your Certificate Backup File

PKCS#12 Files, the Personal Information Exchange Syntax Standard, defines a portable format for storing or transporting personal identity tokens, including private keys and certificates. This enables you to import, export and share your personal identity information among applications that support this standard. In particular, browsers such as Microsoft Internet Explorer or Mozilla Firefox can export PKCS#12 files (with .pfx/.p12 suffix).

## Backing up your certificate

### Microsoft Internet Explorer

- In the "Tools" menu, click "Internet Options".
- Click the "Content" tab, and then choose "Certificates".
- Click on your e-Science certificate that you wish to export.
- Click the "Export" button.
- Click "Next" in the "Export Wizard" window.
- Make sure "Export private key" is checked. Click "Next".
- Make sure "Personal Information Exchange - PKCS #12" and "Enable strong protection" are checked. Uncheck the "Delete private key if successful" and "Include all certificates in path" options. Click "Next".
- Type the passphrase (twice) that you want to use to protect your private key. Click "Next".
- Type the name of the file where you want your keys to be stored. Click "Next", "Finish", then "Finish" again.

### Mozilla Firefox

- On Windows, open the "Tools" menu and click "Options". On Linux, open the "Edit" menu and click "Preferences". On Mac, click the 'Firefox' menu and select 'Preferences'.
- Navigate to the "Advanced" section, the "Encryption" tab and then the "Certificates" area. Click on the "View Certificates" button and then the "Your Certificates" tab.
- Select the certificate that you wish to backup and click "Export" in Windows, or "Backup..." in Linux.
- Select where you wish to place the backup and click "OK".
- You may be asked for your Master Password. This is a Firefox feature that is used to protect all the certificates and passwords your browser stores. Type it in and click "OK".

- You will be asked for a password for the backup. Make the quality metre reach as high as it can go. Click "OK".
- Your certificate has been backed up with its private key. Click "OK".

## Deleting your certificate

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- Open Firefox and click Tools and then Options in the drop-down menu.
- Click the Advanced icon and then the Encryption tab->view certificates.
- Ensure the 'Your Certificates' tab is selected.
- Select your certificate (double click to review a certificate) and check the date very carefully before clicking delete (e.g. look for a certificate which is already expired, or is about to expire). Then click OK.
- Finally, click Ok in the Certificate Manager window and also in the Options window.

### Microsoft Internet Explorer

- Open Internet Explorer and click Tools and then Internet Options in the drop-down menu.
- Click the Content tab and then 'Certificates...' under the Certificates header.
- Ensure the 'Personal' tab is selected.
- Select your certificate (double click to review a certificate) and check the date very carefully before clicking "remove". Then click Yes. Finally, click Close in the Certificates window and Ok in the Internet Options window.

## Importing your certificate

### Microsoft Internet Explorer

- In the "Tools" menu, click "Internet Options" and select the "Content" tab.
- Click on the "Certificates" button and Click on "Import" then click next.
- Browse and locate your exported certificate (usually in .pfx format), and click "Open". When the wizard displays, "File to import", click "Next".
- Enter the passphrase that you used to export the certificate and check the "Mark private key as exportable" option.
- Ensure that the "Automatically select the certificate store based on the type of certificate" option is selected. Click "Next".
- You should then see an overview of the import wizard's settings. Click "Finish" to complete the import.