

# How to Get an SMIME Certificate

## Step 3: install the certificate to your email programme

Now that you have downloaded your SMIME certificate, you can install it to your email programme. Please choose your favoured programme from the list and follow the respective instructions.

[Mozilla Thunderbird](#)

Outlook

Apple Mail

### Mozilla Thunderbird:

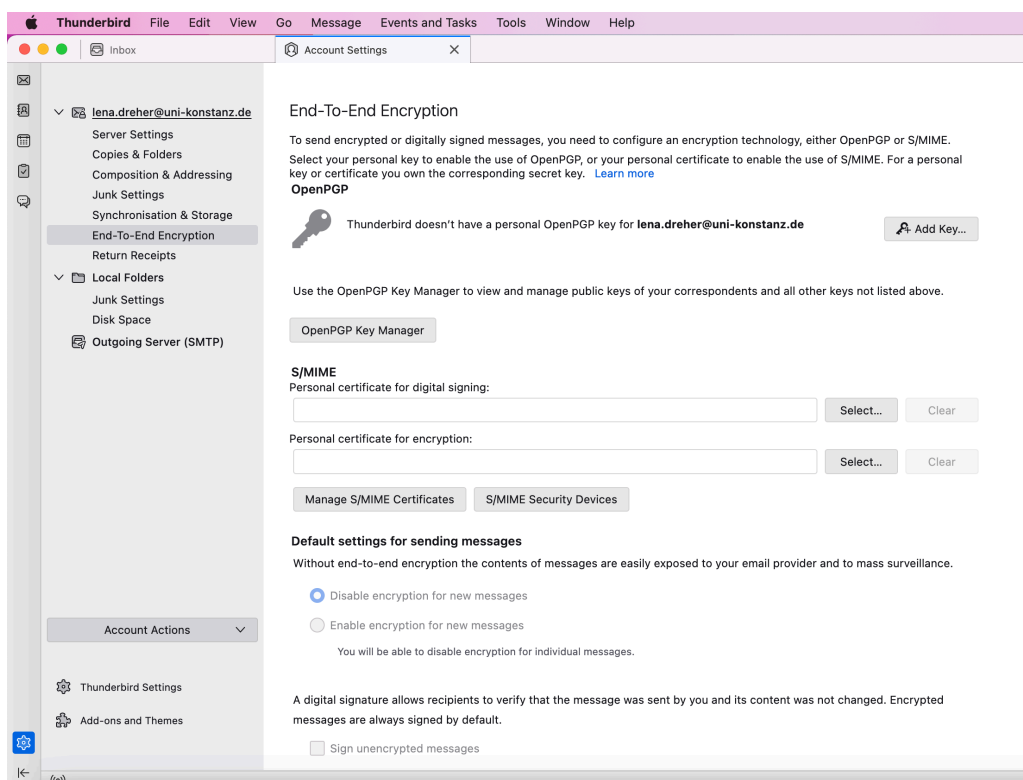
To be able to use your S/MIME certificate for your emails, you will have to first install it in the certificate manager. The path to get there differs a bit from Windows to Mac. Once there, the procedure is more or less the same.

#### Open Certificate Manager in Windows:

Open Thunderbird and go to „Tools“ in the menu bar at the top, then select „Options“. There, choose „Advanced“ and „Certificates“. Click on „Manage Certificates“.

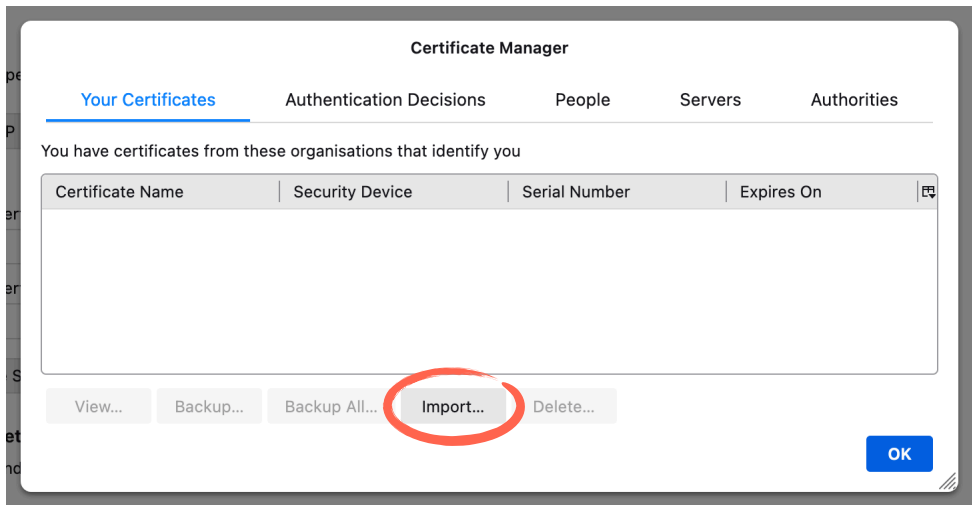
#### Open Certificate Manager on Mac:

Open Thunderbird and go to „Thunderbird“ in the top menu bar and then on „Account Settings“. There, choose „End-to-End Encryption“ on the left hand side. Click on „Manage S/MIME Certificates“.



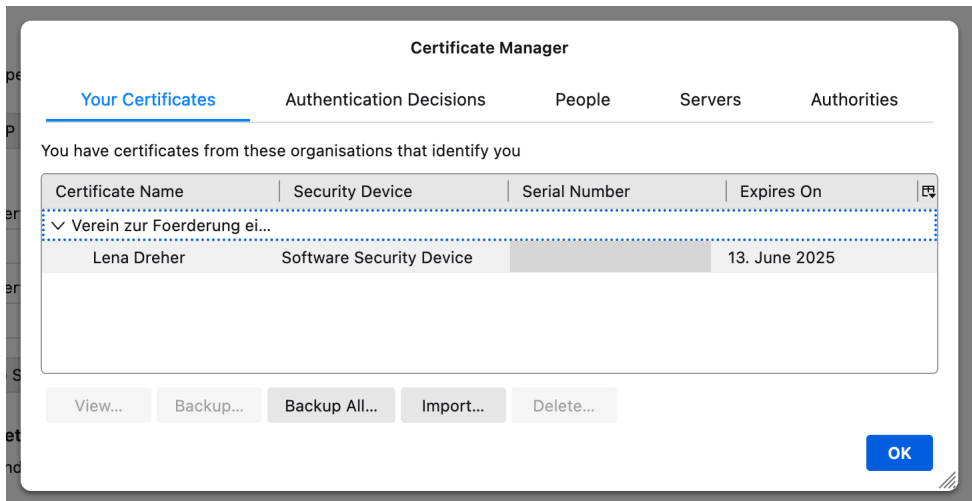
## Install certificate for both systems:

The certificate manager will open. There, please select „Your Certificates“ and click on „Import“. Select the .p12 certificate file from the folder you have saved it to earlier.



You will be asked to enter the password you have set for your certificate. Please enter the password and click „Okay“ (or „Sign In“ on Mac).

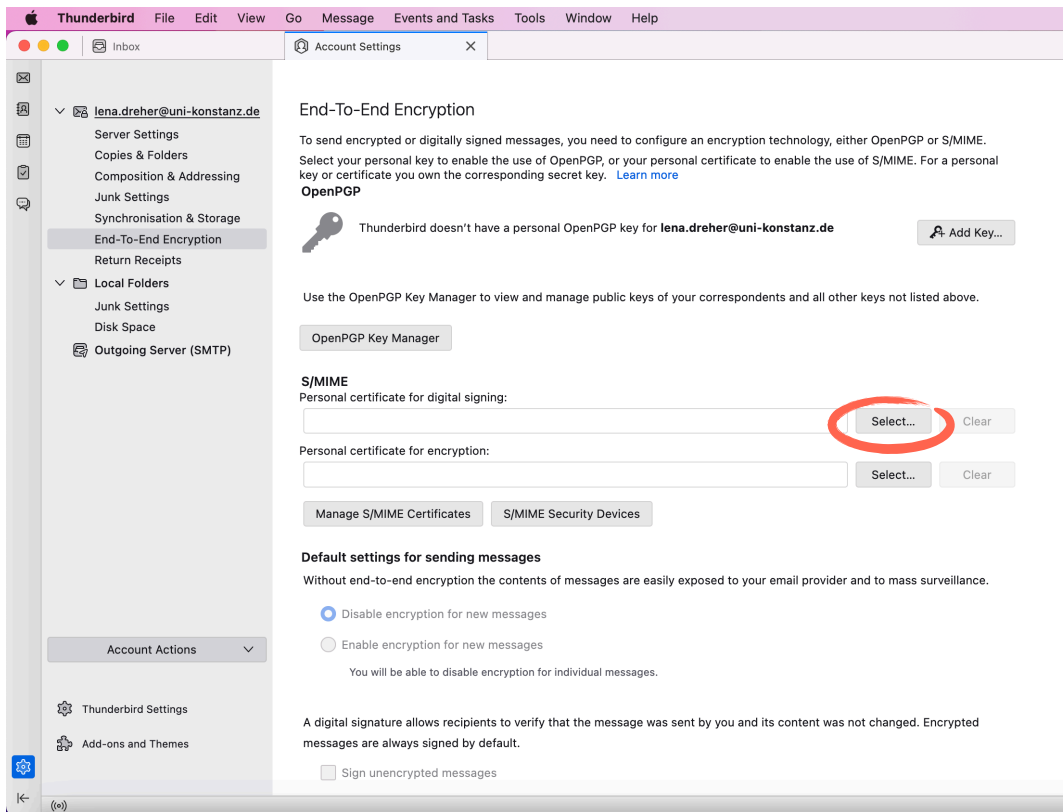
You will be taken back to the certificate manager window where you should now be able to see your file in the list. Click on „Okay“ to close the certificate manager.



Now, we need to implement the certificate for new emails.

For that, we go back to the Account Settings.

In **Mac**, you are already there, this was our starting point. Please click on „Select ...“ under „Personal certificate for digital signing“



In **Windows**, please select „Tools“ and „Account Settings“ from the menu.

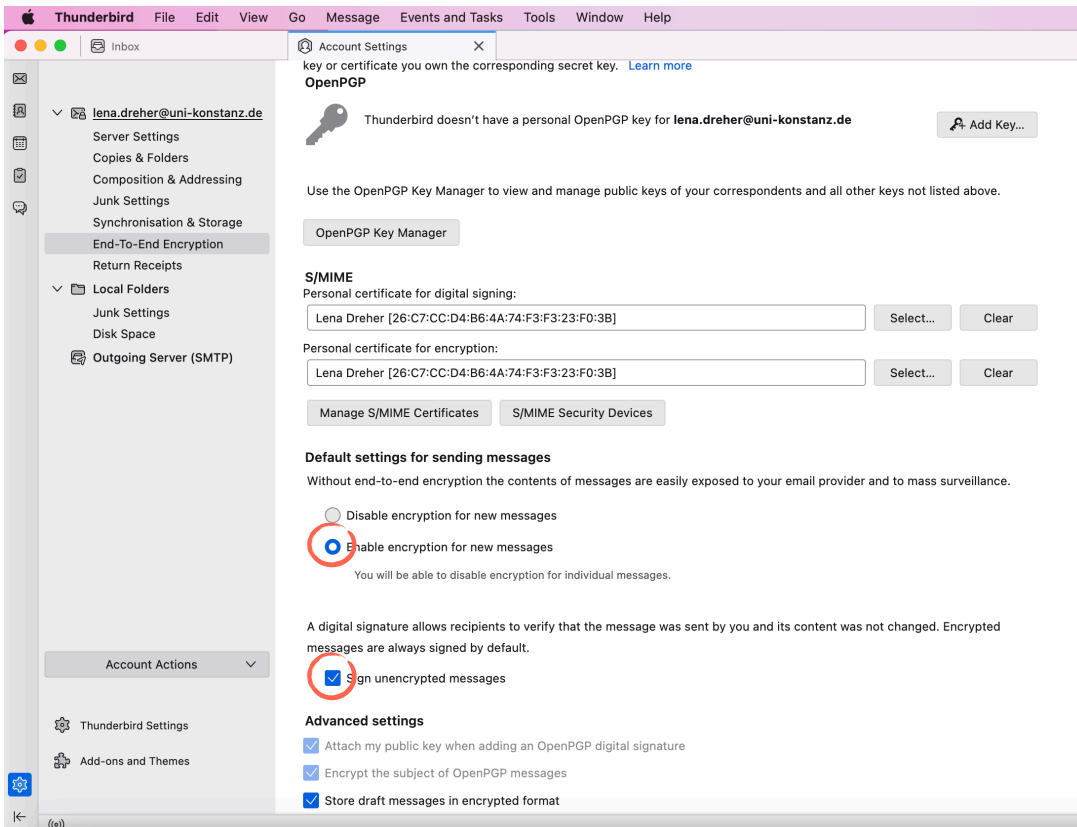
On the left hand side, please choose „Security“. For „Digital Signing“, please click on „Select“.

In **both systems**, a new window will open showing the details of your certificate file. Please check it is the file you have just imported and click on „OK“.

A window will open asking you if you would like to use the same certificate to encrypt & decrypt messages. Click on „Yes“.

You will now be back to the Account Settings. We recommend ticking the box for „Digitally sign messages (by default)“ in **Windows**. To finish, please click „OK“.

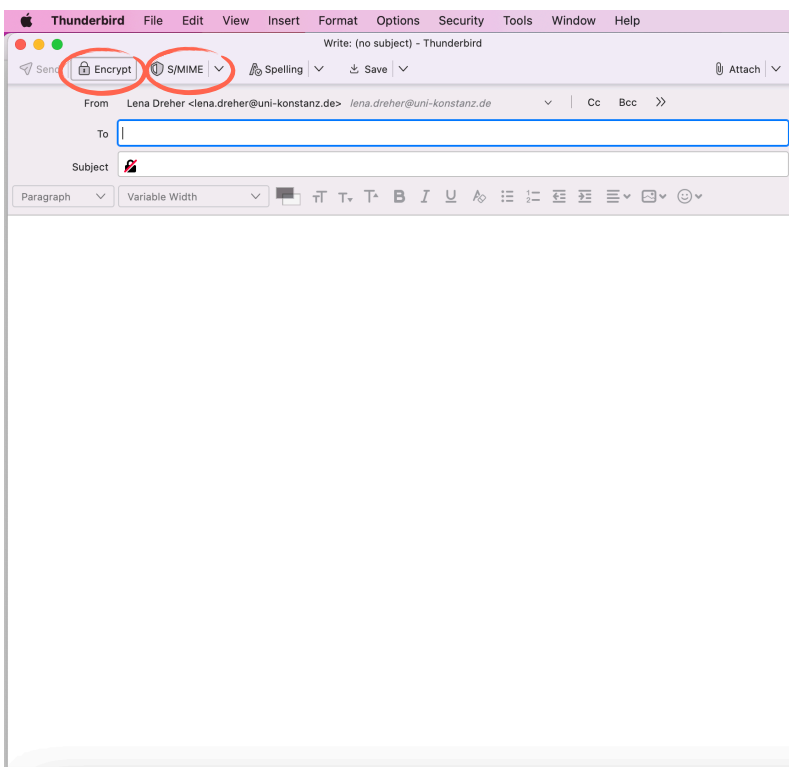
In **Mac**, please tick the box „Enable encryption for new messages“ as the default settings for sending messages as well as the box „Sign encrypted messages“ underneath (encrypted messages are signed by default).



To send signed and/or encrypted emails, when writing a new email, in **Windows** click on „Security“ in the menu of the new email window. There, please select „Encrypt This Message“ and „Digitally Sign This Message“.

In **Mac**, please activate „Encrypt“ and make sure under „S/MIME“ the topics „S/MIME“ and „Encrypt and Digitally Sign“ are ticked.

Your emails should be automatically signed with your SMIME certificate now.



To send encrypted emails, you and your email partner will both need certificates. If both certificates are published, you can exchange encrypted emails from the first contact. If they are kept private, your email programme will need a first email contact with the new recipient/sender to be able to send/receive encrypted emails. So, please do not let yourself get confused if a failure message for encryption appears when sending emails to someone for the first time.