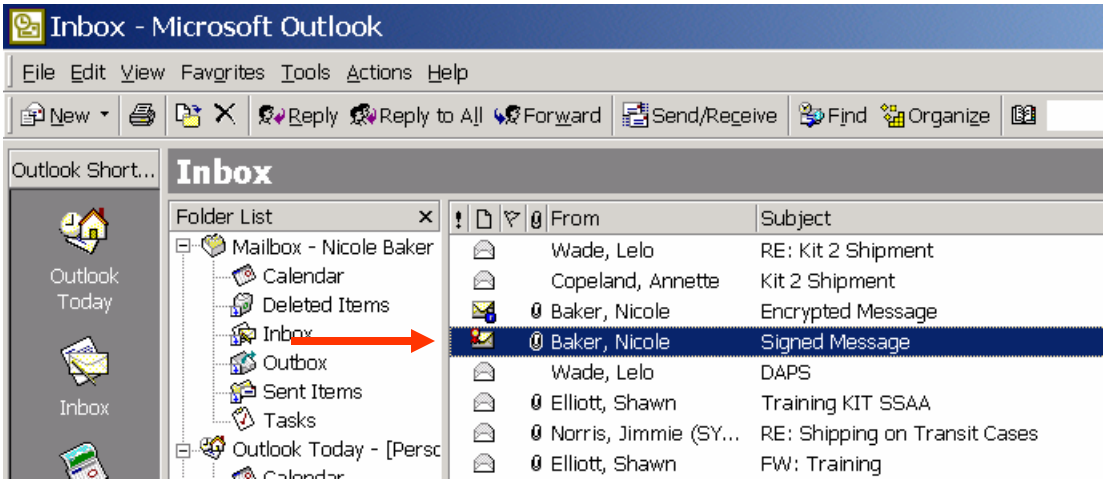
Receiving digitally signed and encrypted messages

Receiving Digitally Signed Email

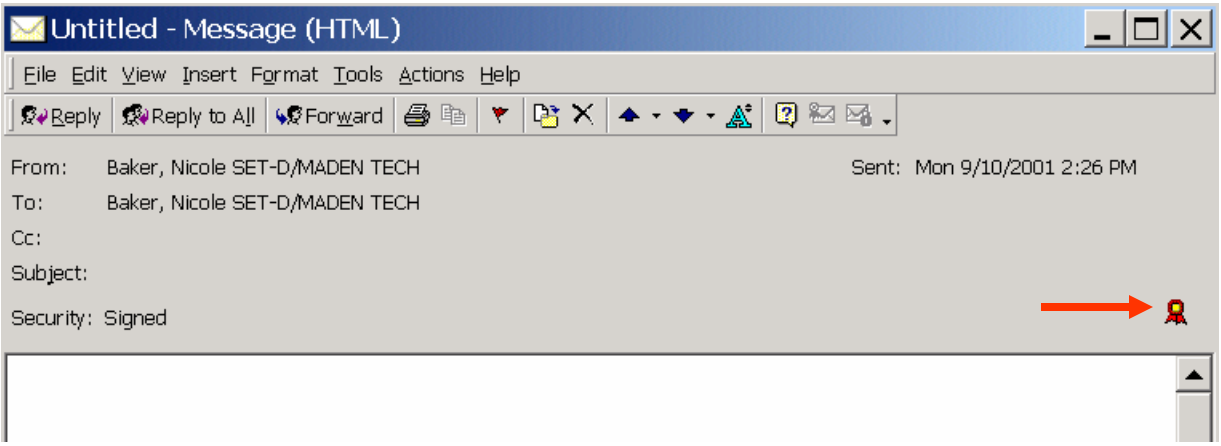


1

A digitally signed message received from another PKI user will be indicated by the **Digital Signature** icon (a red seal over an envelope) in the Outlook Inbox.

Double-click on a digitally signed message to open the message. You do not need to have your CAC inserted in the card reader to open a digitally signed message.

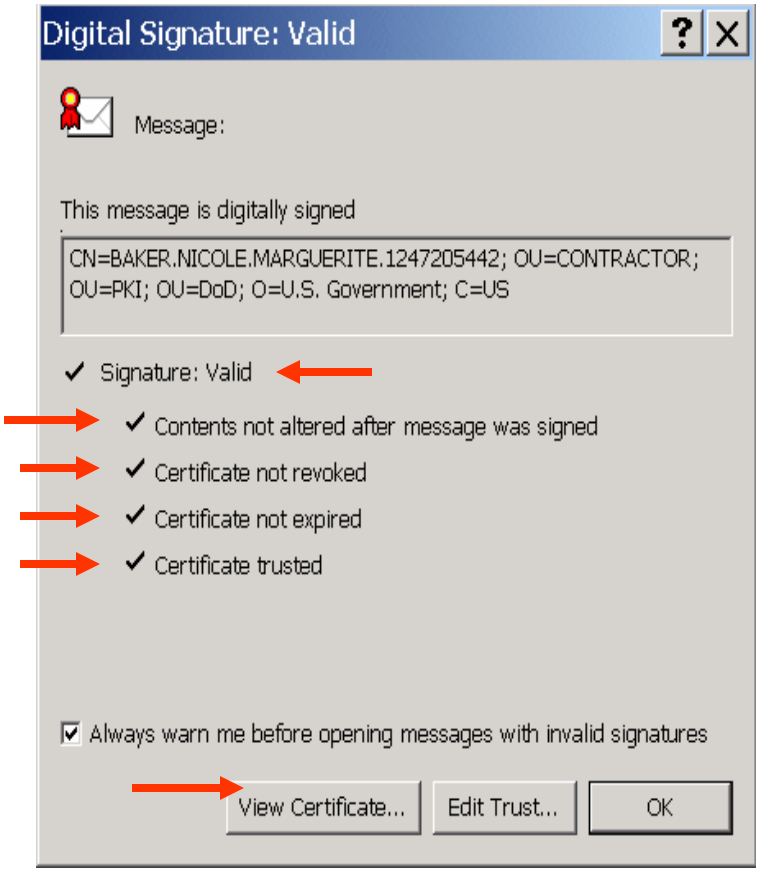
Note: Email users that are not using PKI CAN receive *Digitally Signed email messages.*



2

A ***Digital Signature*** icon will appear in the far right hand corner of the message. You can click the ***Digital Signature*** icon to view certificate information.

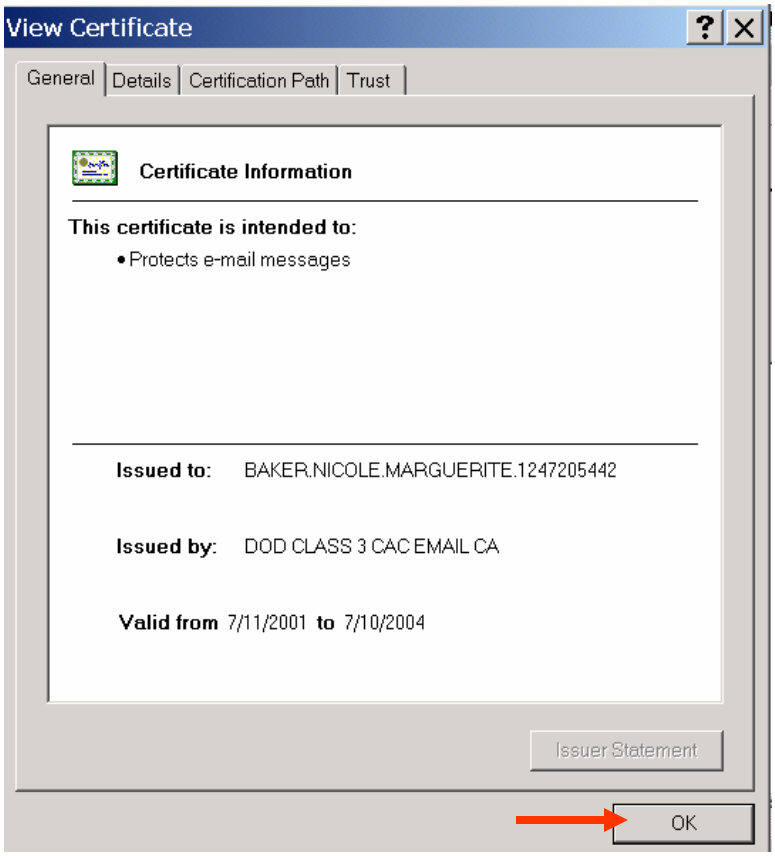
3



A message signed with a valid certificate will state that the signature is valid.

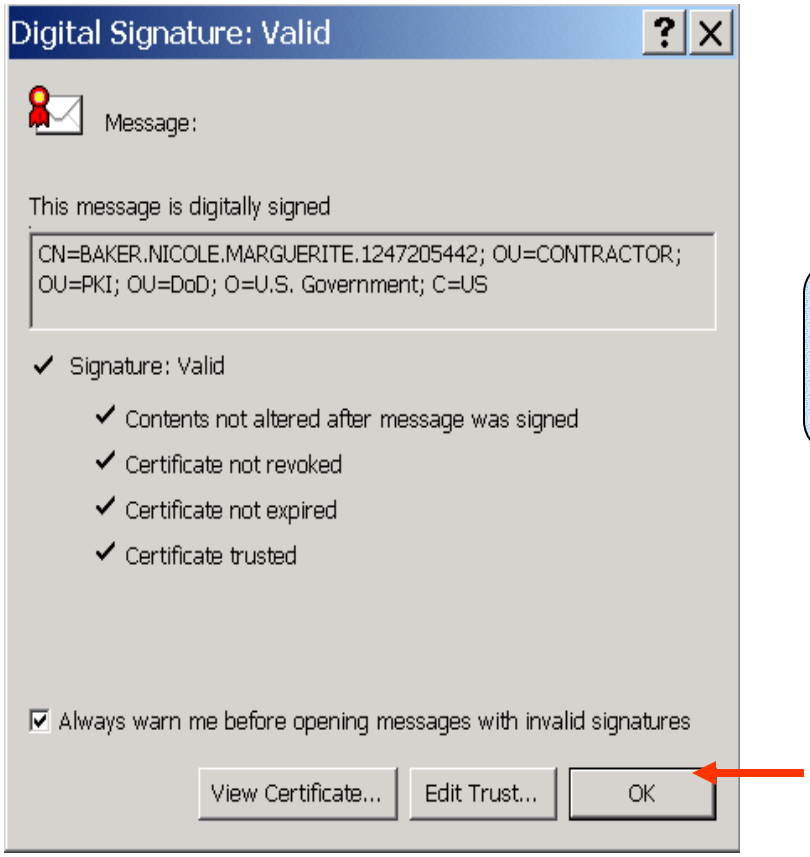
If you see an Exclamation Point icon ⚠ next to any item assume that there is something wrong with the message or with the certificate used to sign the message.

You can click on the ***View Certificate...*** button to obtain information on the certificate used to sign this message.



4

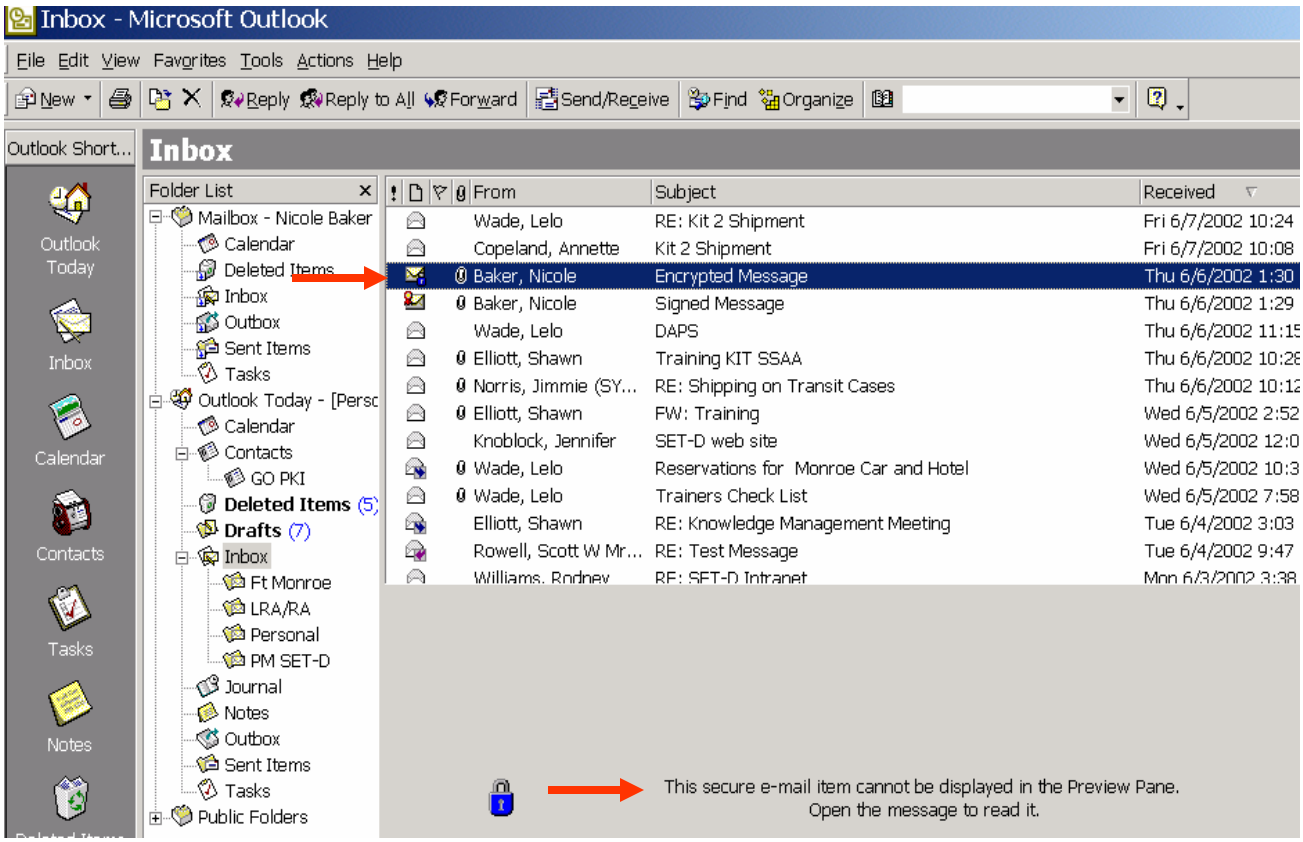
Click ***OK*** to close this window when you are finished viewing the Certificate information.



5

Click ***OK*** to close the Digital Signature window.

Receiving Encrypted Email

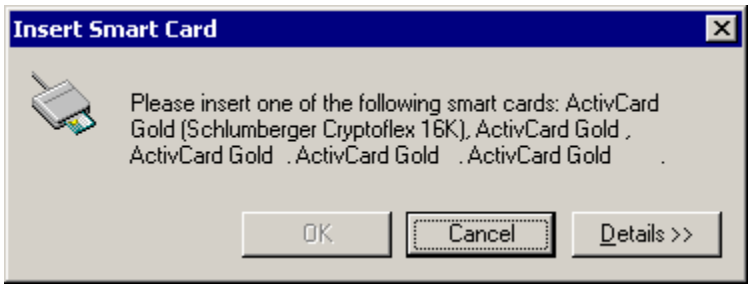


1

An encrypted message received from another PKI user will be indicated by the **Encryption** icon (a blue lock over an envelope) in the Outlook Inbox.

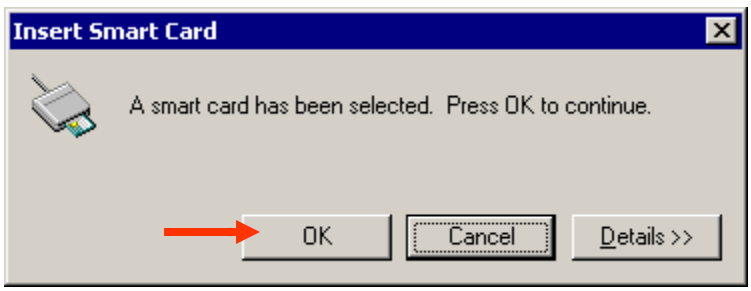
Highlight the Encrypted message by clicking on it. *Notice that the Encrypted message does not appear in the preview pane. The contents will not be displayed until the item is opened.*

Double-click on the encrypted message. In order to open encrypted email, you will need to have your CAC inserted in the card reader.



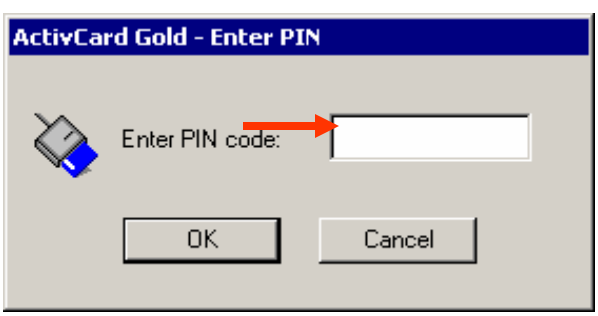
2

If you have removed your CAC from the reader, the following window will appear indicating you need to reinsert your CAC into the card reader.



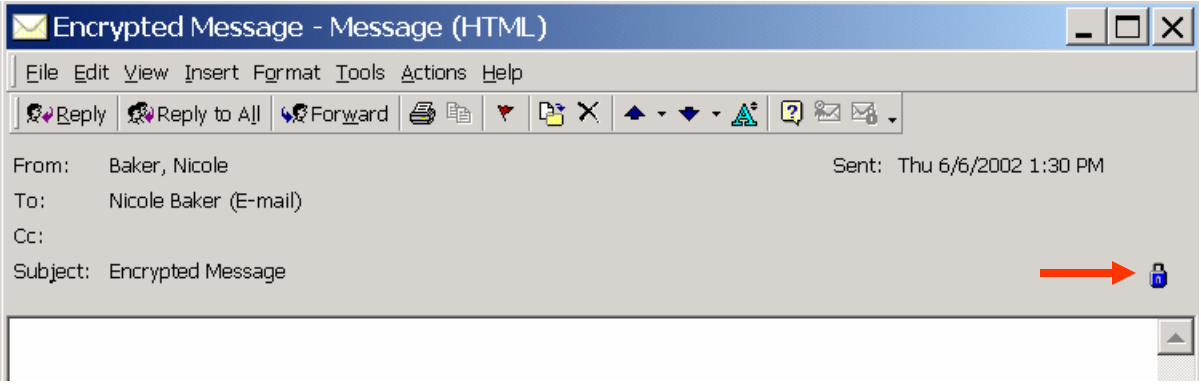
3

Insert your CAC into the reader and click ***OK***.



4

When prompted, enter your PIN and click ***OK***.



5

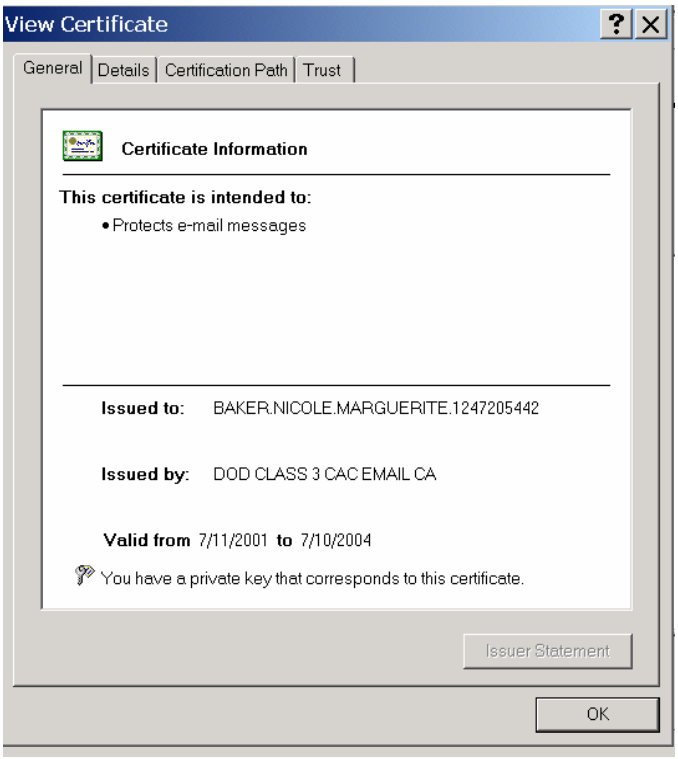
If your PIN is correct, the encrypted message will open.

Once opened, the encrypted email will have the encrypted icon in the far right hand corner of the message.

If you click this icon you will receive information on the Encryption Algorithm.

6

The ***Encrypted Algorithm*** should say ***3DES***. Click the ***Encryption Certificate*** button to view information about the encryption certificate used to send the message.



7

Once you have viewed the ***Encryption Certificate*** information, click ***OK*** to close the ***View Certificate*** window.

8

Click ***OK*** to close the Encrypted Message window.

Army PKI Help Desk

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