

Digital Signature and Encryption for Bangla Phone MAIL

User Guide for Microsoft Outlook

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Contents

1	Get Your Certificate from BPSCA.....	3
2	Prepare Microsoft Outlook.....	3
3	Configuration for Signing Mail.....	3
4	Send a Signed Mail.....	4
5	Send Encrypted Mail.....	4

1 Get Your Certificate from BPSCA

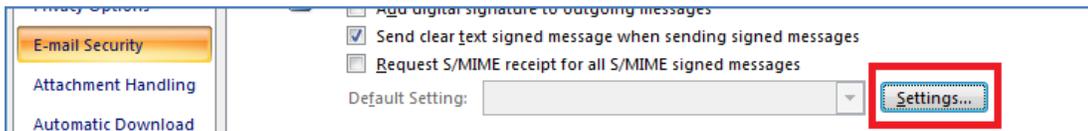
1. Use your **BPL Mail address** during registration
2. Choose '**Multipurpose Certificate**' so that it can be used for other purposes later
3. Your private key and certificate should be in **Windows Key Store**
4. Full process of getting is not within the scope of this document

2 Prepare Microsoft Outlook

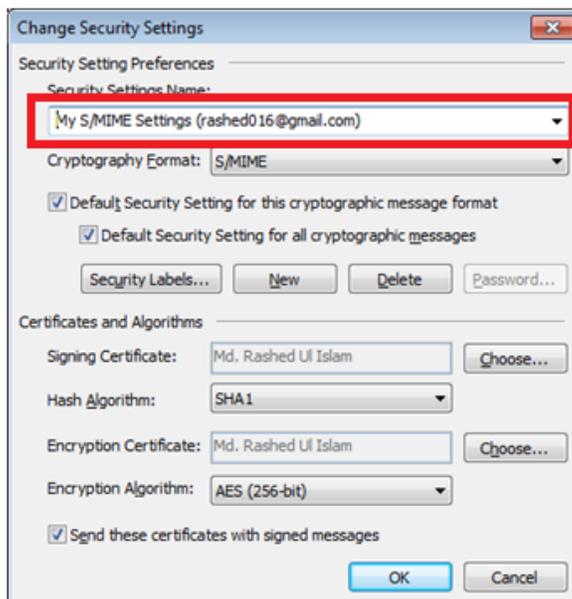
Configure Microsoft Outlook for your BPL Mail.

3 Configuration for Signing Mail

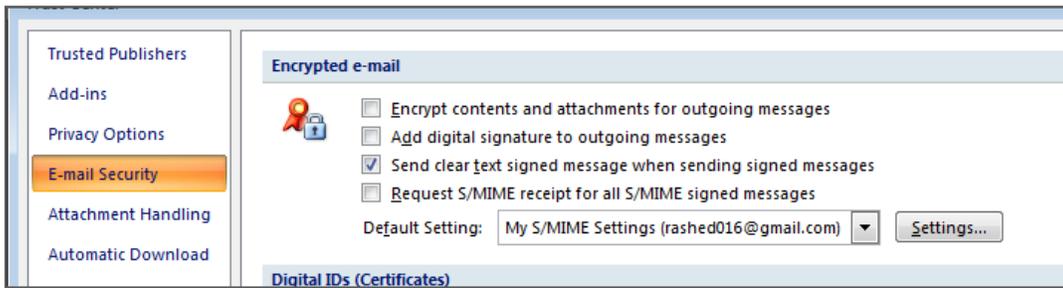
1. Your Certificate should already be in the **Windows Key Store** of the same PC where you are using Outlook
2. Open Microsoft Outlook and go to Tools > Trust Center > E-Mail Security
3. If your email address is not shown in '*Default Settings*', click '*Settings...*'



4. The following window should be seen. Please make sure that your email address is shown in '*Security Settings Name*'



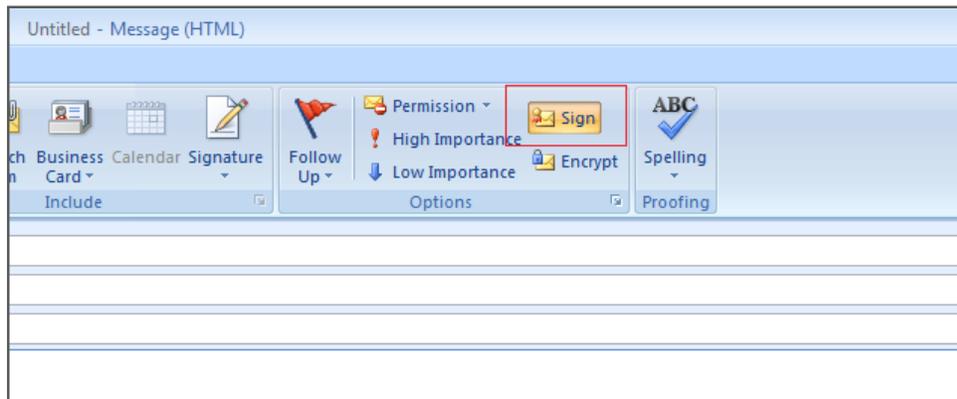
5. Click *OK* and the window should look like



6. Click *OK* again to close the *Trust Center*

4 Send a Signed Mail

1. Click '*Sign*' in '*Options*' before sending the mail



5 Send Encrypted Mail

Coming soon...