

This document details how to import a digital certificate on your computer. There are two ways to import a certificate. You can import certificates using DigiCert PKI Client Application or via Certificate Import Wizard. See instructions for both methods below.

- [Importing using the DigiCert PKI Application](#)
- [Importing using the Certificate Wizard](#)

Note: Before importing your certificate, you may wish to ensure your web browser allows pop-ups. Pop-ups may need to be enabled in your browser to install your certificate.

Importing using the DigiCert PKI Application

1. Open DigiCert PKI Client on your computer. To find DigiCert PKI Client, go to Start > Search Field, type 'DigiCert', and launch the DigiCert PKI Client application.

Note: If your computer does not have DigiCert PKI Client application, you may follow the directions in Energy Trading System (ETS) Digital Certificate Enrollment Guide found on our website here: <https://www.aeso.ca/market/market-participation/system-tools/energy-trading-system-tools/>.



2. In the DigiCert PKI Client window choose the location where the certificate is stored (most likely 'My Computer').



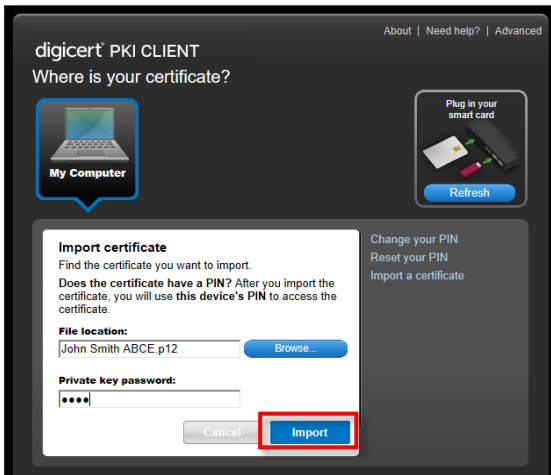
3. Select 'Import a certificate'.



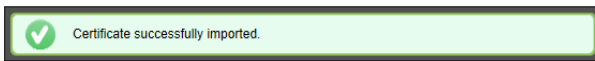
- Browse and find your certificate and enter your password.



- Select 'Import'.

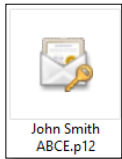


- A successful import will be confirmed with a message in a green bar.

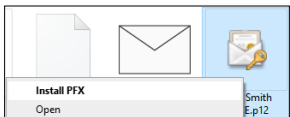


Importing using the Certificate Wizard

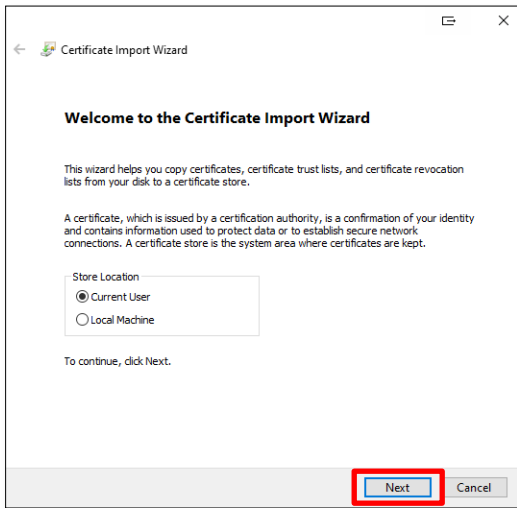
- Locate and right click on your certificate file.



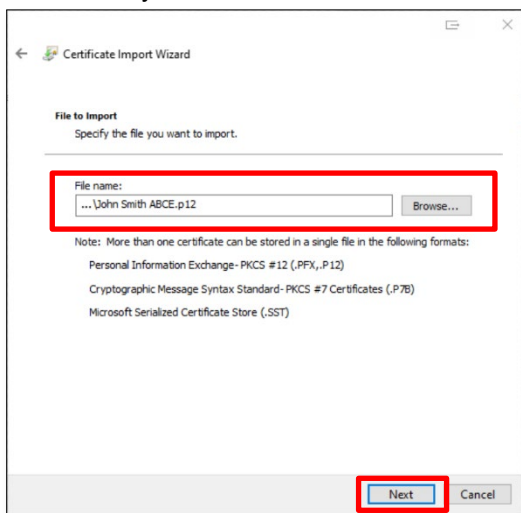
- Select 'Install PFX' on the right click menu.



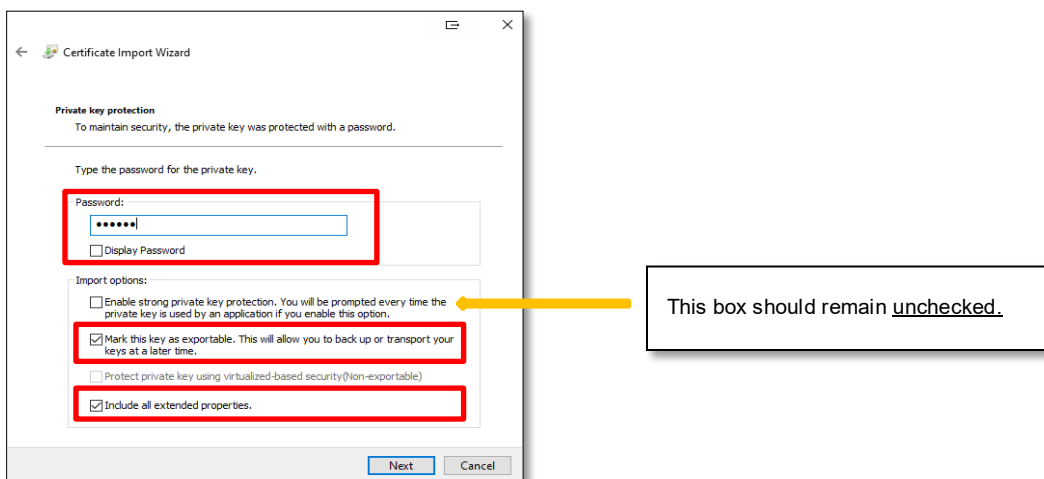
3. Click 'Next' on the 'Welcome' window.



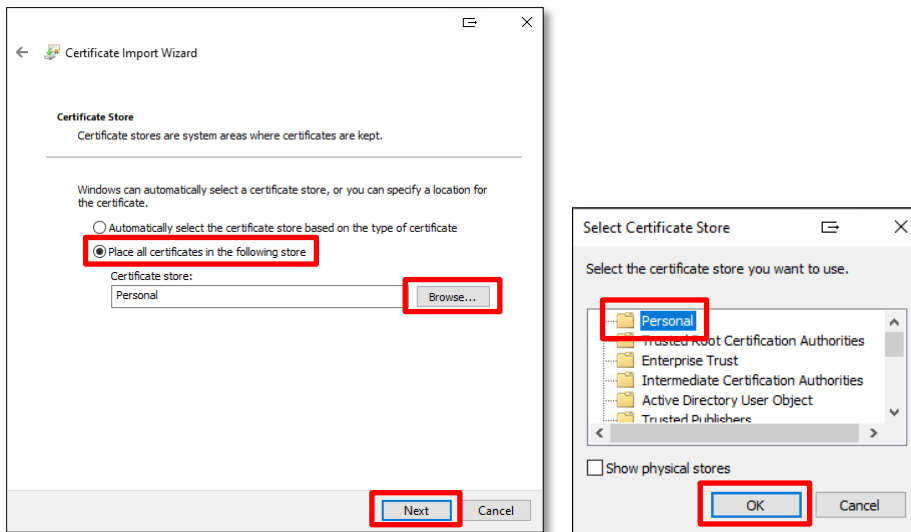
4. Browse to your certificate file and click 'Next'.



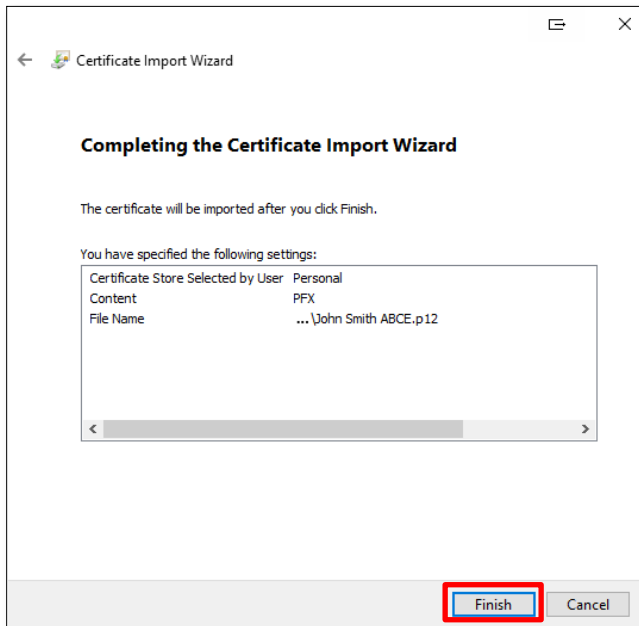
5. Type the import password then check second and third options as shown below. 'Strong private key protection' must remain unchecked. Click 'Next'.



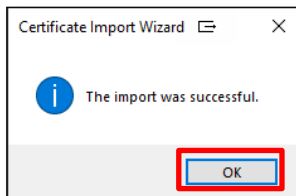
- Click the radio button for 'Place all certificates in the following store'. Click the browse button beside the 'Certificate store' field. Click 'Personal' and click 'OK'. Click 'Next'.



- Click 'Finish' button.



- If the import was successful, you will see the following dialog box. Click 'OK' on the confirmation window.



Troubleshooting

Refer to our troubleshooting guide at <https://www.aeso.ca/market/market-participation/system-tools/energy-trading-system-tools/> > Troubleshooting Guide for additional helpful information.