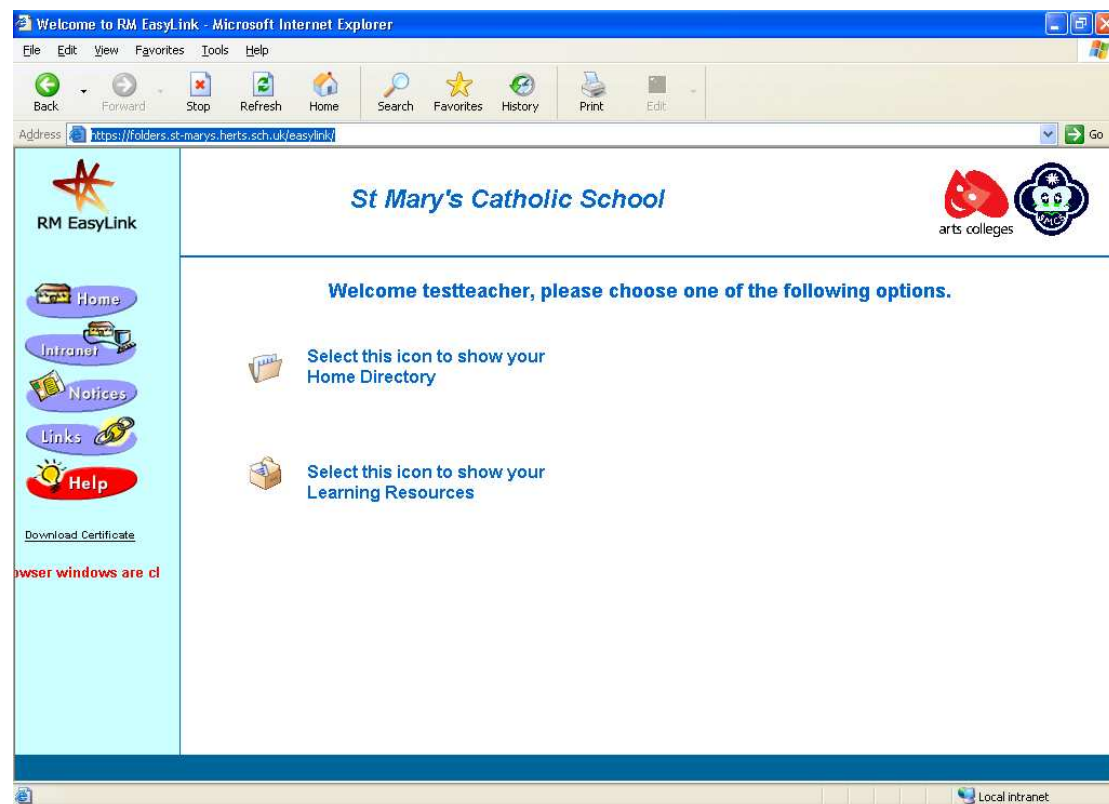


## Instructions to install St. Mary's site certificate

Click on the URL below to logon to St. Mary's EasyLink website.

<https://folders.st-marys.herts.sch.uk/easylink/>

Click '**Continue to this website**' to by pass the Security Alert warning screen. Enter your assigned user id and password to log in. The following screen should appear.



1. Choose the **Download Certificate** link (located bottom left of the window). When prompted, **save** the certificate to your desktop.
2. When the download is complete, right-click on the certificate file then click **Install Certificate**.
3. The **Certificate Manager Import Wizard** screen is displayed. Choose **Next** to continue.
4. The wizard prompts you to select a location in which to store the certificate, choose '**Place all certificates in the following store**' then **Browse**, highlight '**Trusted Root Certification Authorities**' then **OK**. Click on the **Next** button to continue.
5. The 'Completing the Certificate Manager Import Wizard' window is displayed, choose the **Finish** button. NOTE: You may be given a warning box, select **Yes**.
6. The 'Root Certificate Store confirmation' window is displayed to show the import was successful. Choose the **OK** button

St. Mary's site certificate is now installed in your browser. You should not receive a security alert warning next time you log onto St. Mary's network.