

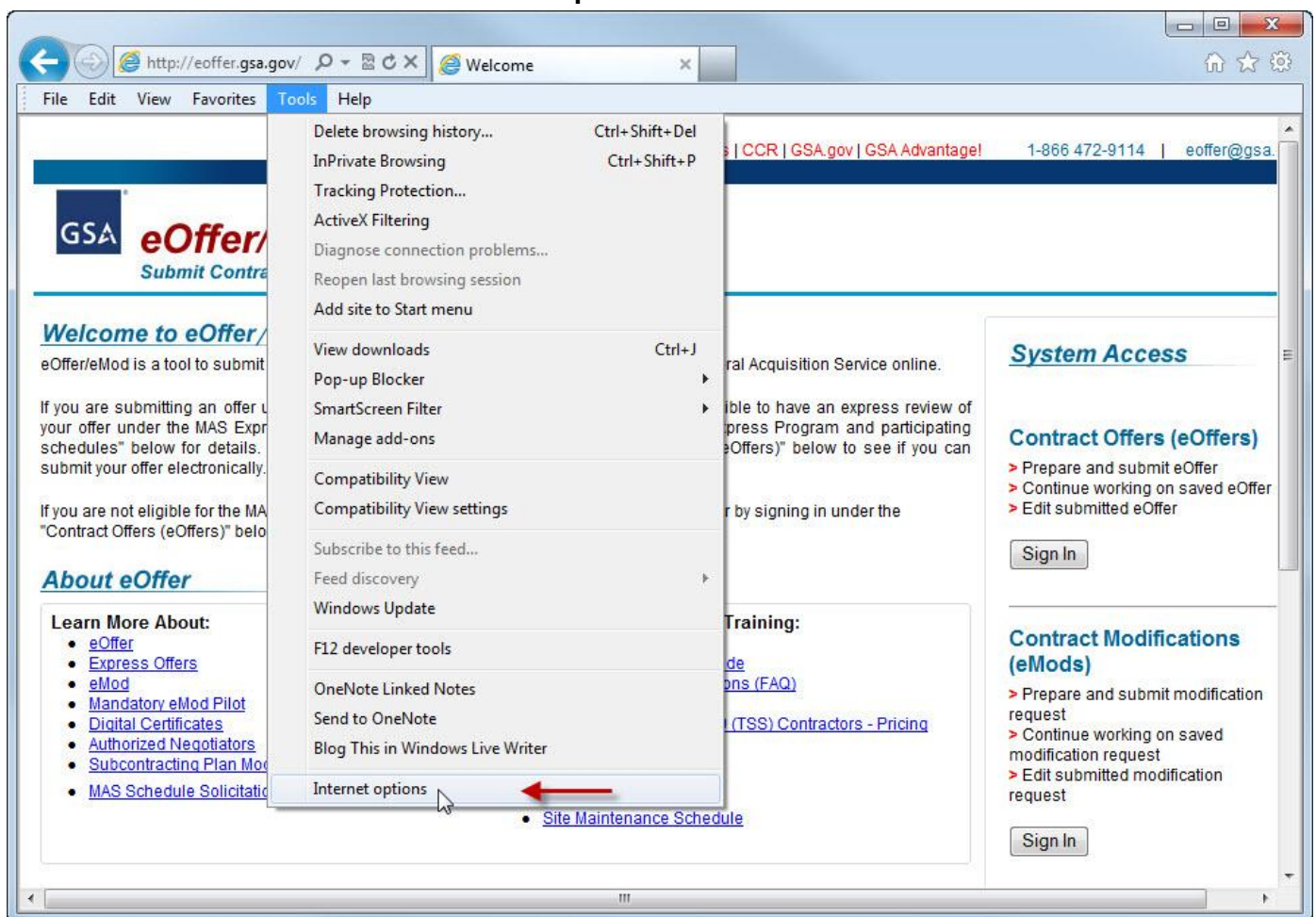
Verifying Information on the Digital Certificate

Using Internet Explorer

(Note: The following instructions are only for use in Internet Explorer. For information on how to verify the status of your digital certificate using Mozilla Firefox, go to pg. 7 of this document or click [here](#).)

Once your digital certificate is installed and you have backed it up, it is a good idea to verify that all the information is accurate. The following instructions can also be used to see if you even have a digital certificate installed or to see when your digital certificate expires.

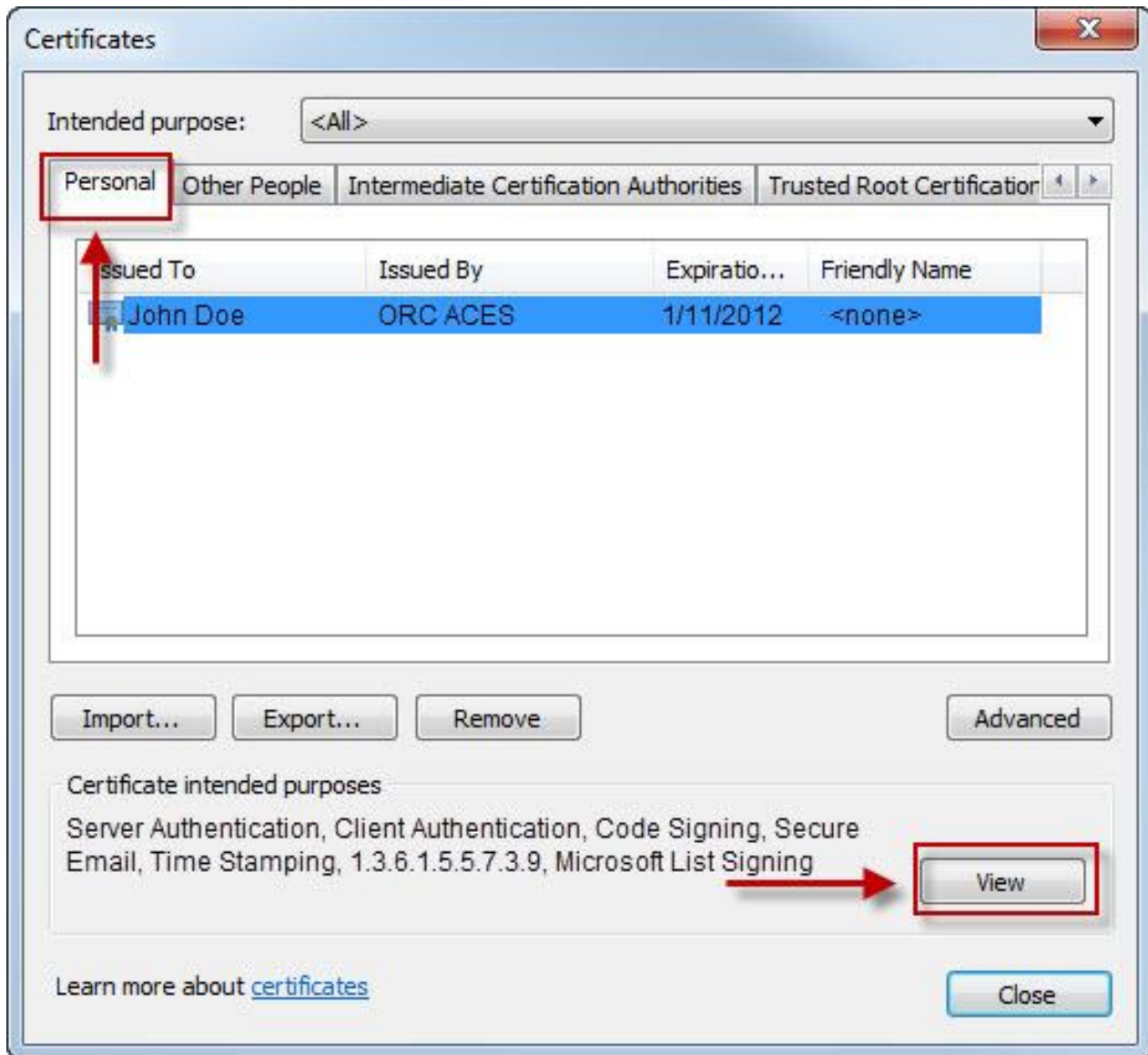
1. Launch your browser, for this example we are using Internet Explorer, and on the Menu bar click **Tools** → **Internet Options**.



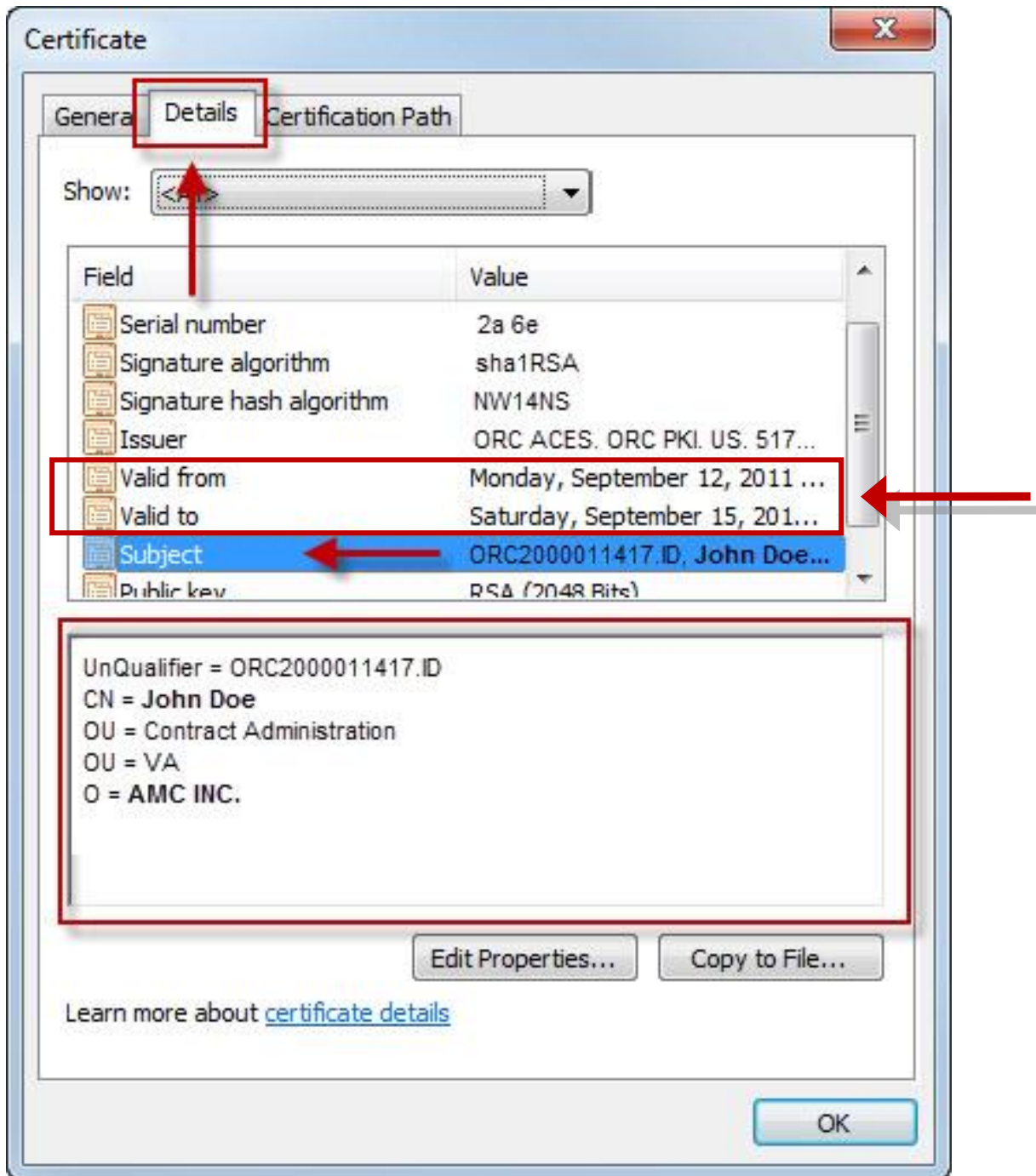
2. Click on the **Content** tab and then **Certificates**.



3. The Certificate will be seen under the **Personal** tab. Select it and click **View**.

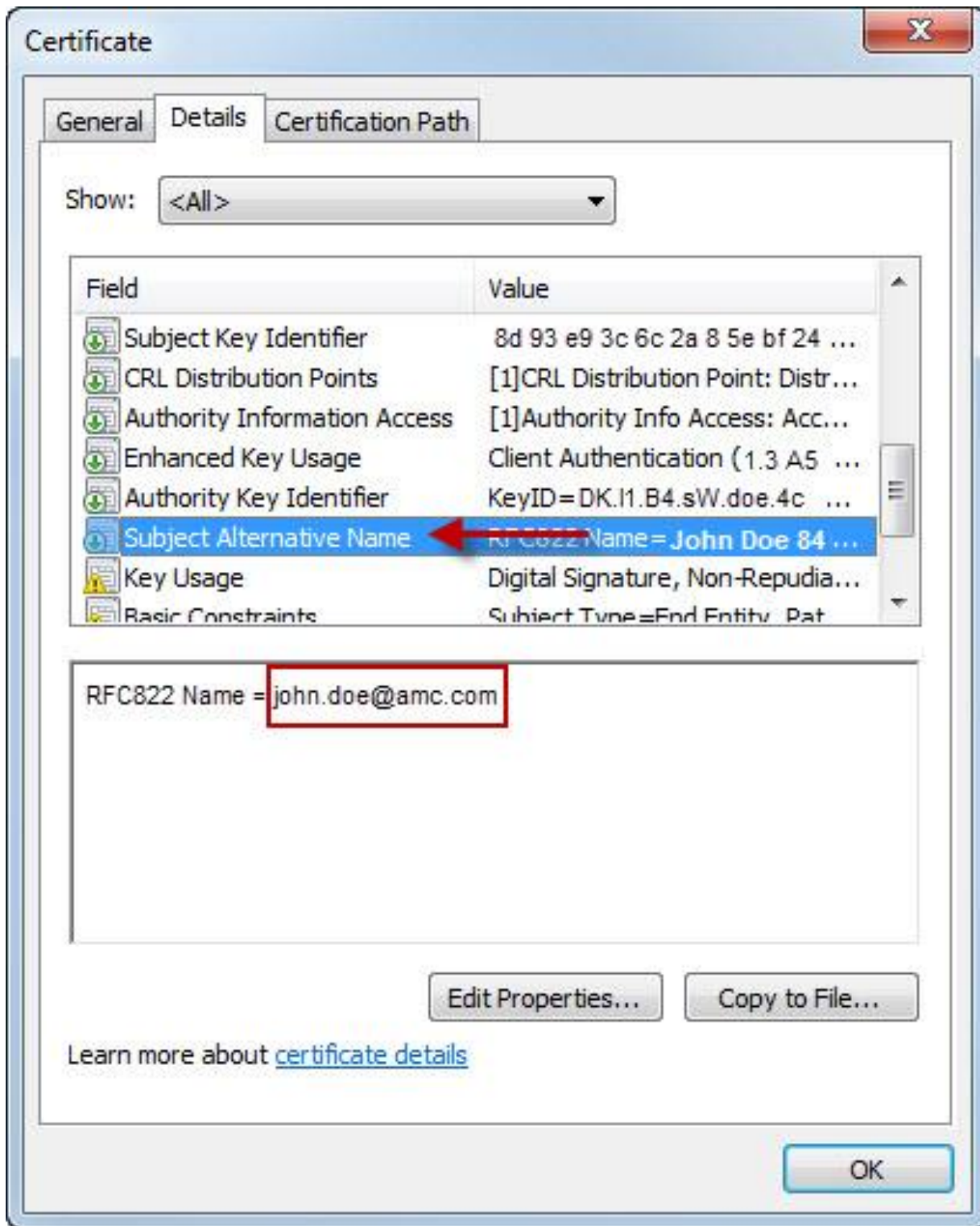


4. On the next window click on the **Details** tab and highlight the **Subject** field to verify your name.

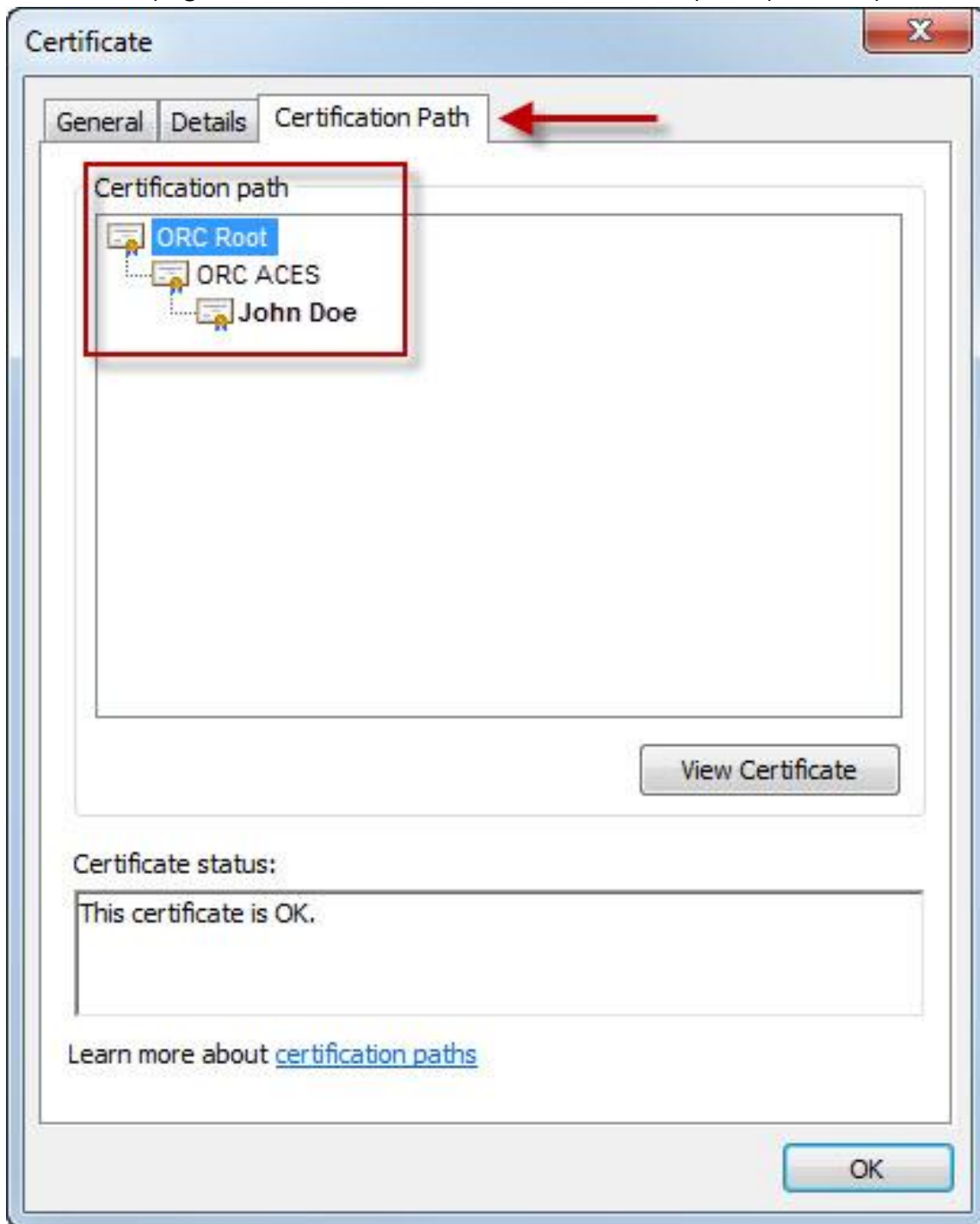


5. Also, verify the dates your digital certificate is valid for. (This information can also be found under the **General** tab.)

6. Scroll down and highlight the **Subject Alternative Name** to verify your email address.



7. Finally, go to the **Certification Path** tab to verify the path of your certificate.

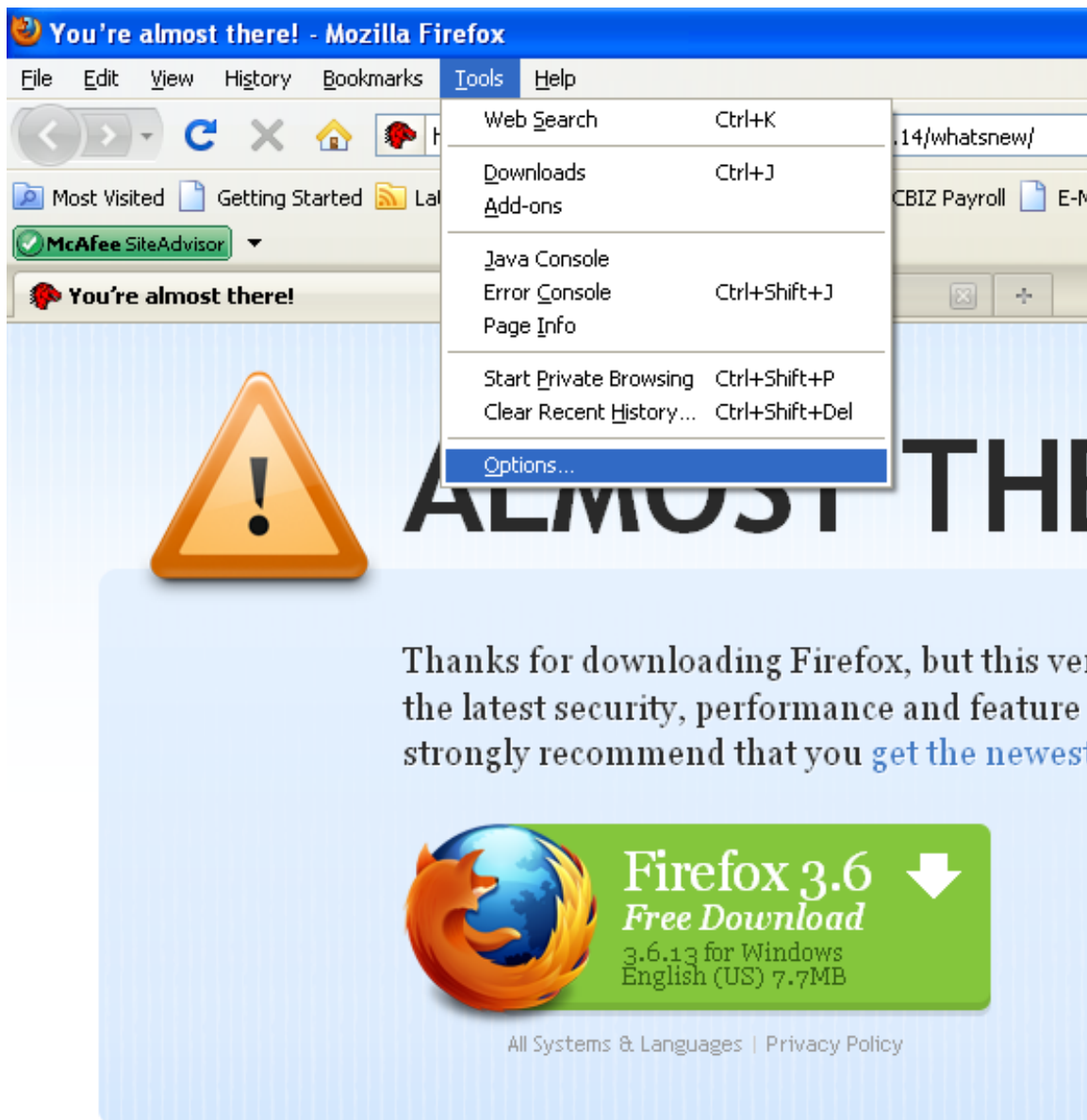


Caution: The "Certificate Status" box will indicate whether there are any problems associated with your digital certificate.

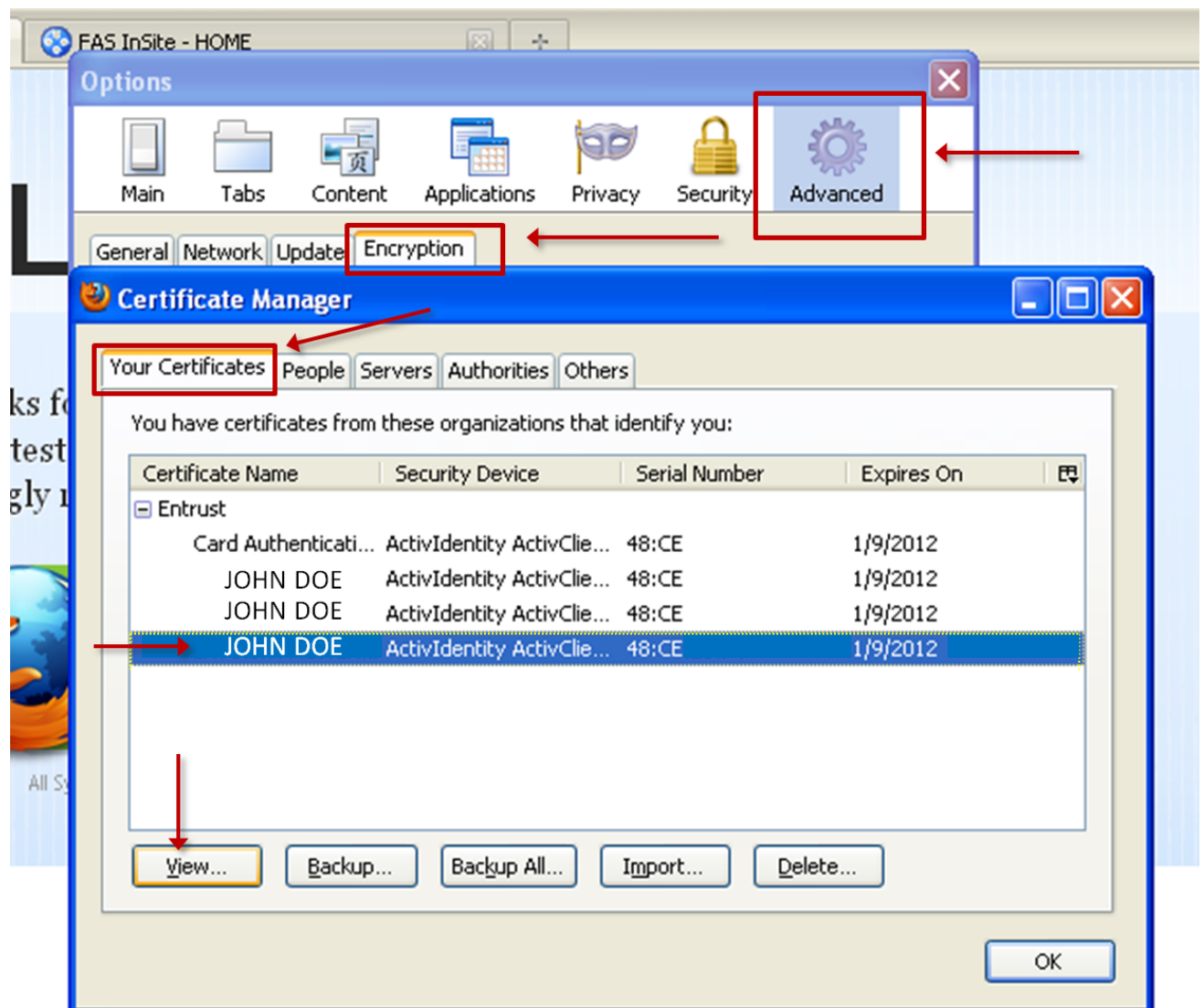
Verifying Information on the Digital Certificate Using Mozilla Firefox

To verify the status of and/or the information of your digital certificate downloaded on Mozilla Firefox:

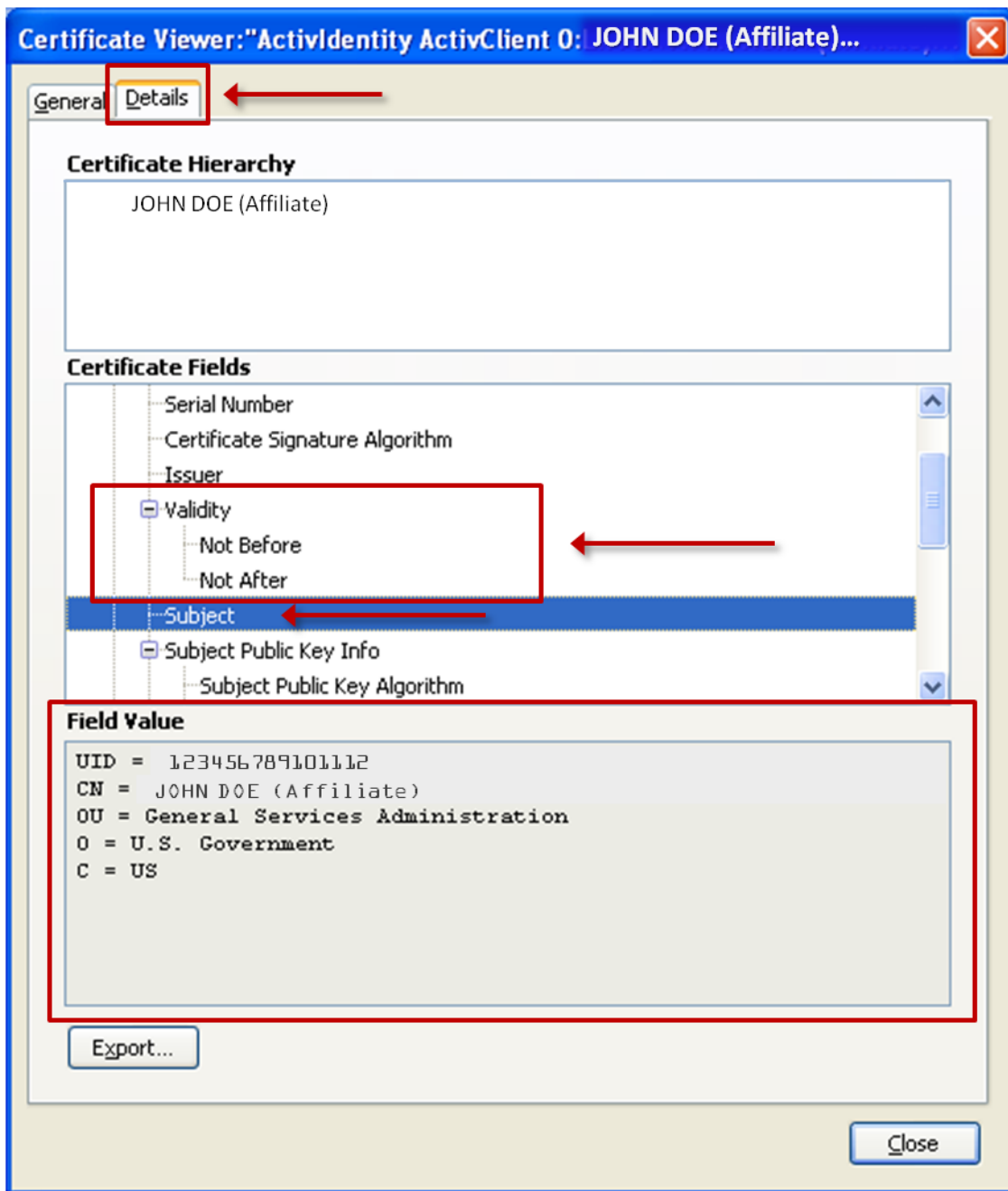
1. Launch your browser, for this example we are using Mozilla Firefox, and on the Menu bar click **Tools** → **Options**.



2. On the Options menu, select the **Advanced** button and then the **Encryption** tab.
3. Locate and click on the **View Certificates** button.
4. A new Certificate Manager Window will appear. Select the **Your Certificates** tab.
5. Then, select the digital certificate you are inquiring about and click the **View** button.



6. A new window will appear. Click in the **Details** tab on this “certificate viewer” window.
7. In the “Certificate Fields” area, scroll to (and select) **Validity**→**Not After** and the expiration date will display in the “Field Value” area.
8. In the “Certificate Fields” area, scroll to (and select) **Subject** and the digital certificate holder’s name will display in the “Field Value” area next to “**CN=**”.



9. In the "Certificate Fields" area, scroll to (and select) **Certificate Subject Alt Name** and the email address will display in the Field Value area.

