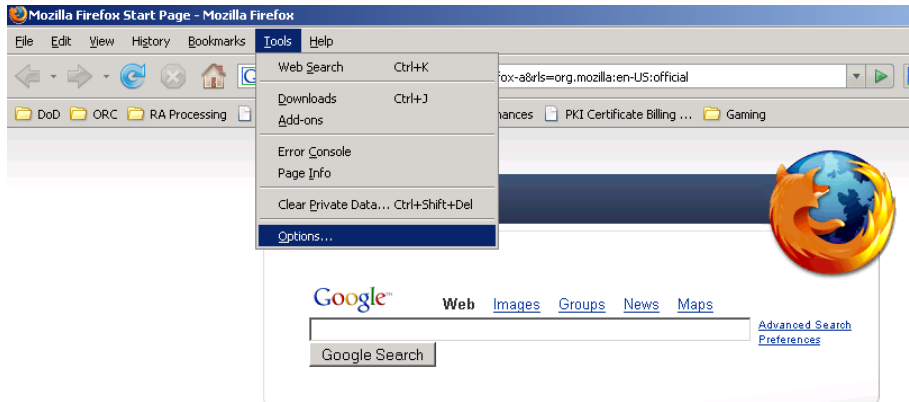
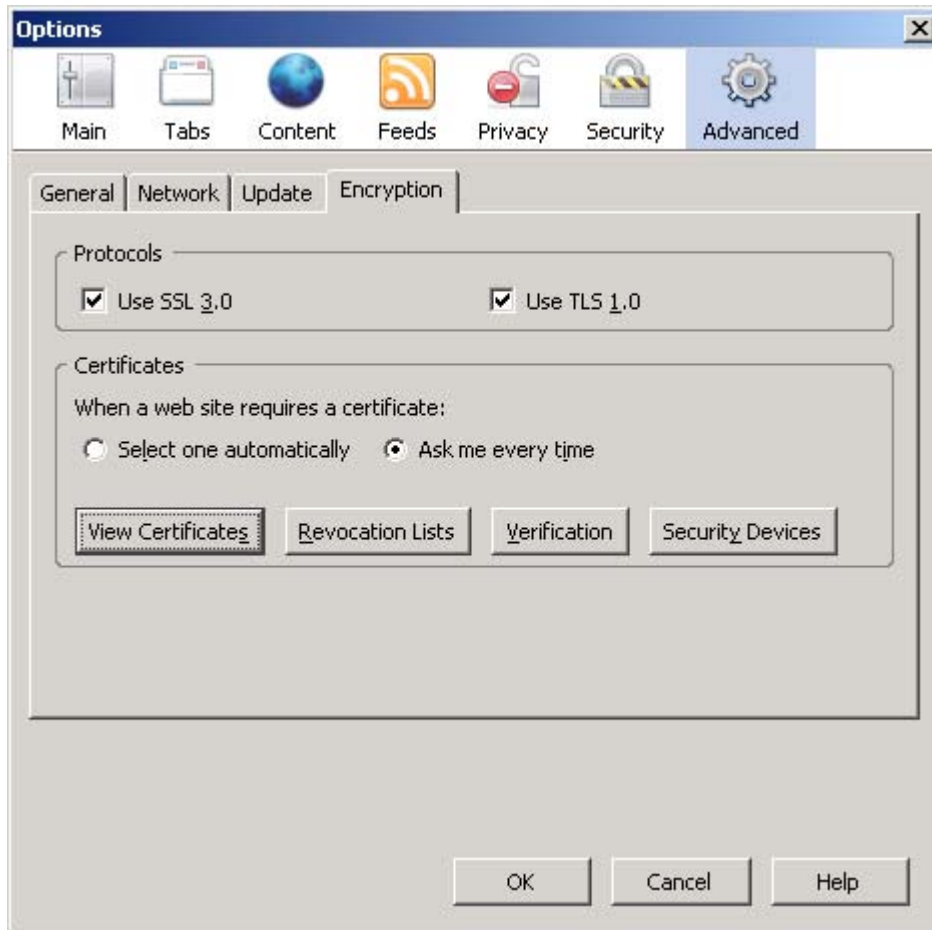


Backing Up Your Certificates

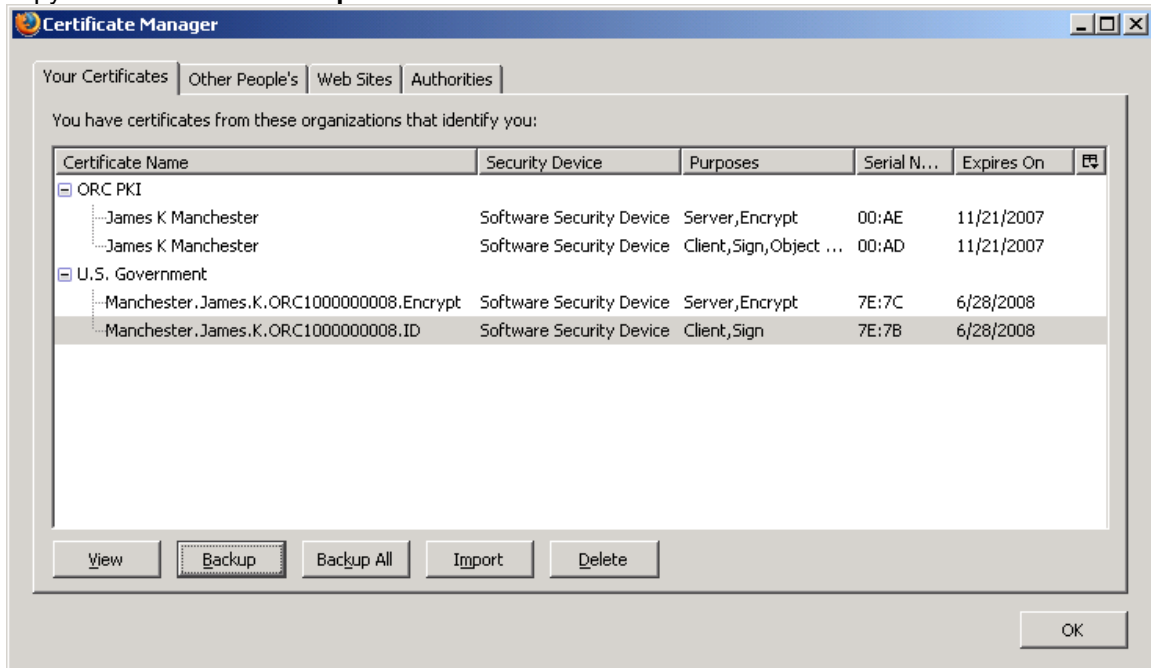
1. From the Firefox menu bar, select **Tools**→ **Options...**



2. In the Options dialogue box, click the **Advanced** icon and then the **Encryption** tab. Then click on the **View Certificates** button.



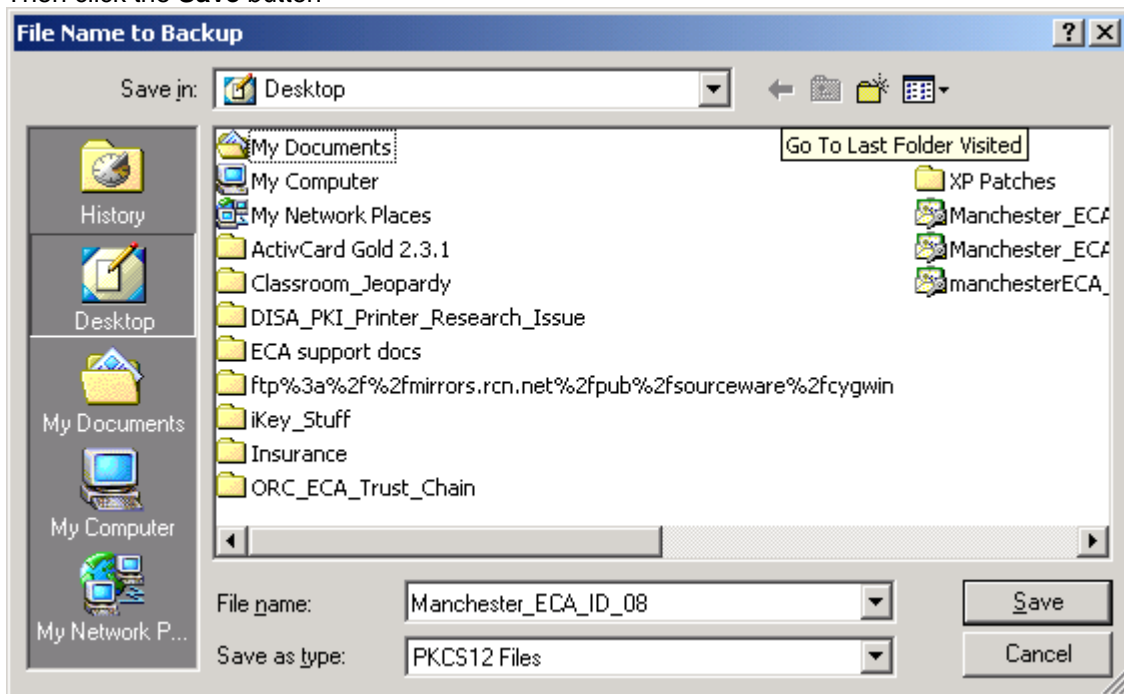
3. In the Firefox Certificate Manager, select the certificate in which you want to make a back-up copy. Then click the **Backup** button.



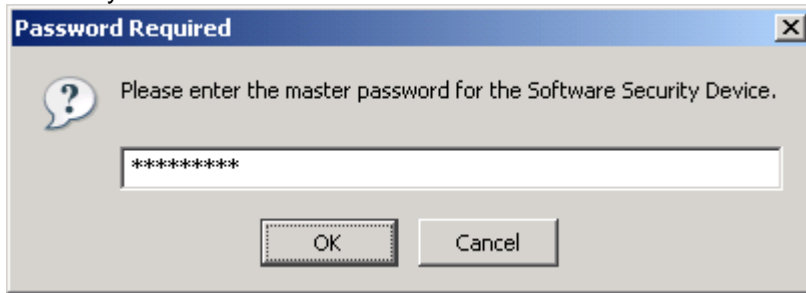
4. In the File Name to Backup dialogue box, navigate to where you want the backup file saved. (Ultimately, you want this file OFF of your computer, so that you will not lose it if your hard drive fails. Put it on a flash drive, or CD, etc.)

Then enter a name for the file in the **File Name:** text field. We suggest the filename be *Yourlastname_ECA_ID(or EN)_YY*: the ID or EN indicates whether the file is a backup for an Identify or Encryption certificate, the YY should be the year it will expire.

Then click the **Save** button



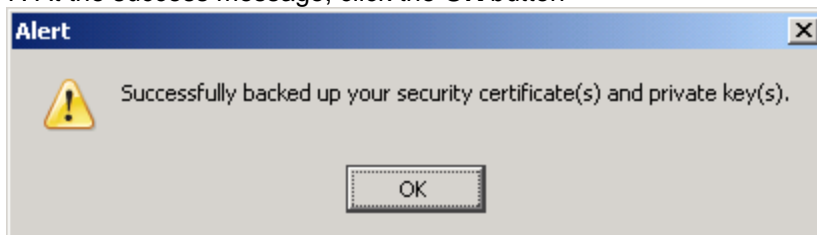
5. Enter your Master Password and click the **OK** button



6. Now assign a password to protect the certificate backup file that you are creating by entering the password in the two text fields and click the **OK** button



7. At the success message, click the **OK** button



8. If you have both Identity and Encryption Certificates (ID/EN pair), you must perform this procedure once for each certificate.