

Installing SSL Certificates



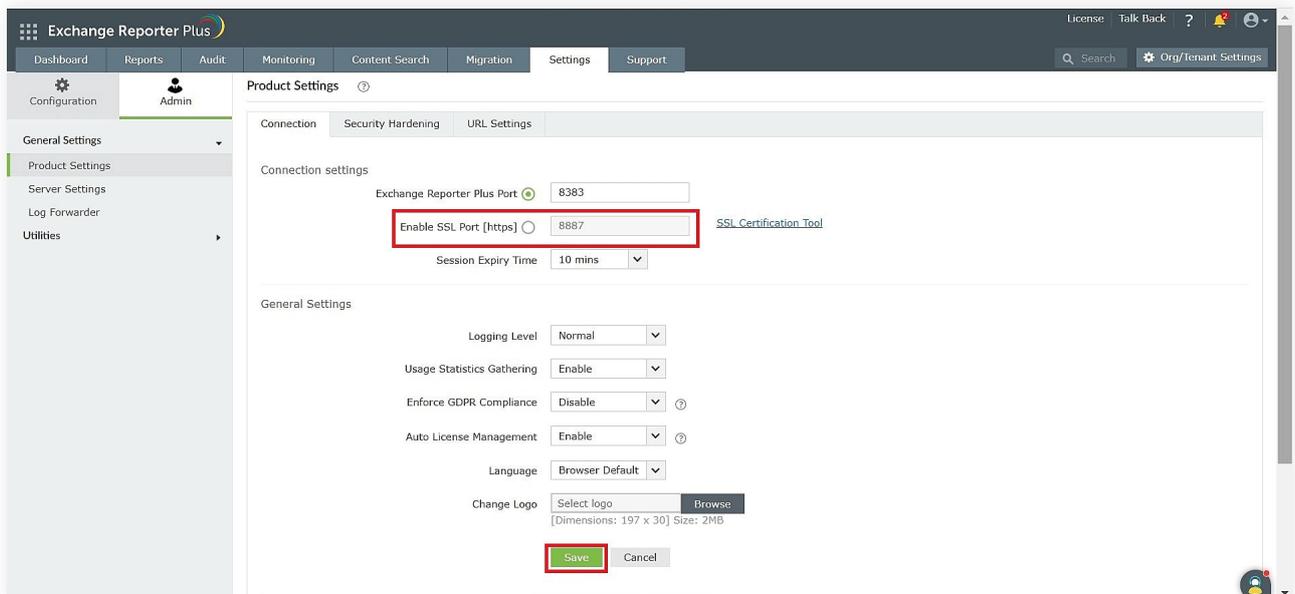
Document summary

This document will guide you through the process of securing the connection between the Exchange Reporter Plus' server and the users' browser using SSL certificates.

Configuration steps

Step 1: Enable HTTPS in Exchange Reporter Plus

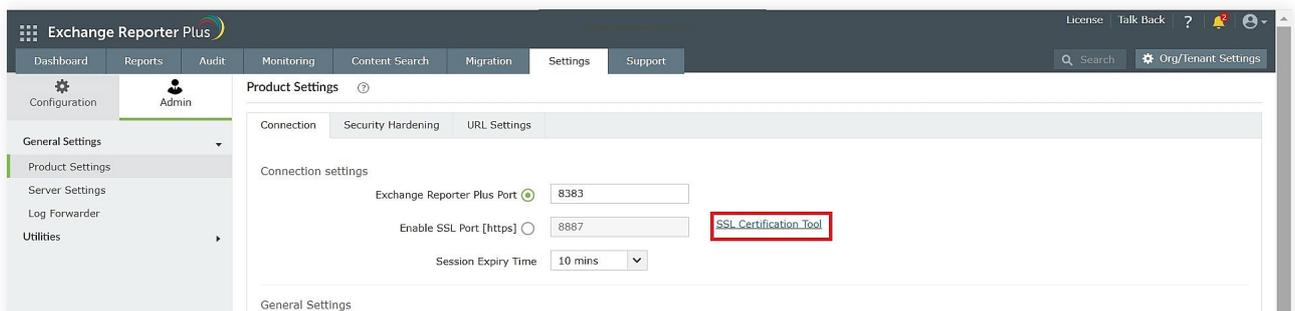
- i. Log in to Exchange Reporter Plus with admin credentials.
- ii. Navigate to **Settings>Admin>General Settings>Product Settings>Connection**.
- iii. Select **Enable SSL Port [https]**.
- iv. If the default port number cannot be used, enter a designated HTTPS port number.
- v. Click **Save**.



Step 2: Generate a CSR

Note: If you already have an SSL certificate, skip to [Step 4](#).

- i. Click the **SSL Certification Tool** link.



ii. Choose **Generate Certificate** and fill in all the necessary fields as given in the below table:

Common name	The name of the server that Exchange Reporter Plus is running.
SAN name	The names of the additional hosts (sites, IP addresses, etc.) to be protected by the SSL certificate.
Organizational unit	The department name that you want to appear in the certificate.
Organization	The legal name of your organization.
City	The city name as provided in your organization's registered address.
State/Province	The state/province as provided in your organization's registered address.
Country code	The two-letter code of the country in which your organization is located.
Password	A password must be at least six characters; the more complex the password, the better the security.
Validity (in days)	The number of days the certificate should be valid; if no value is provided, it will be set to 90 days.
Public key length (in bits)	The larger the size, the stronger the key. The default size is 1,024 bits and can be incremented only in multiples of 64.

iii. Once you've entered all the details, click **Generate CSR**. If you wish to apply for a self-signed certificate, click **Generate & Apply Self-Signed Certificate**.

Step 3: Submit the generated CSR file to your certificate authority (CA)

- i. When you click **Generate CSR**, the certificate file will be generated and will be available in the **<Install_dir>\Certificates** folder.
- ii. Submit this certificate file (.csr) to your CA.

Step 4: Bind the CA-signed certificates with Exchange Reporter Plus

The CA-signed certificates can be bound to Exchange Reporter Plus through the **Apply Certificate** section in the Exchange Reporter Plus admin portal. The step mentioned below describe the procedure to apply the certificate to Exchange Reporter Plus.

1. Log in to Exchange Reporter Plus with admin credentials.
2. Navigate to **the Settings tab > Admin > General Settings > Product Settings > Connection**.
3. Select **SSL Certification Tool**.
4. Select **Apply Certificate**.
5. Depending on the certificate file type issued by your CA, follow the appropriate steps.

Note:

Only Triple DES encrypted private keys are currently supported by Exchange Reporter Plus.

a. ZIP Upload:

- i. If your CA has sent you a ZIP file, then select **ZIP Upload**, and upload the file.
- ii. If your CA has sent you individual certificate files - user, intermediary, and root certificates, you can put all these certificate files in a ZIP file and upload it.
- iii. If your private key is password protected, you are required to enter your private key password in the **Private Key Passphrase** field.

b. Individual Certificates:

- i. If your CA has sent you just one certificate file (PFX or PEM format), then select the **individual certificate** and upload the file.
- ii. Upload the additional certificate files provided by your CA in the **Upload CA Bundle** field.
- iii. In case your certificate file is password protected, you are required to enter the password for it in the **Certificate Password** field.

c. Certificate Content:

- i. If your CA has sent just the certificate content, then choose the **Certificate Content** option, and paste the entire content in the **Paste Certificate Content** field.
- ii. If the certificate contains a password-protected private key, enter the password in the **Private Key Passphrase** field.

6. Click **Apply** and restart the product for the changes to take effect.



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