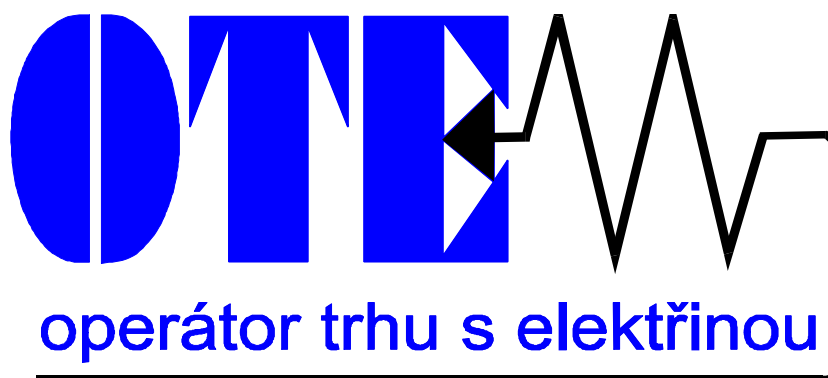


User Guide

Description of method for setting up secure communication with CDS
using Outlook Express



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Abbreviations Used

<i>Abbreviation</i>	<i>Meaning</i>
CDS	Centre for Data Services
EAN	Global system for encoding and identifying goods, services and organisation
EDI	International format for electronic data interchange (Electronic Data Interchange)
GUI	Graphical user interface
HW	Hardware
ID	Identifier
IS OTE	Infrastructure of an operator on the electricity market
MS	Microsoft
OPM	Place of supply/delivery
OTE	Company: Operátor trhu s elektřinou ČR, a.s. (Operator on the electricity market CR)
OTECA	Certification authority which issues IS OTE certificates
PDS	Operator of the distribution network
PPS	Operator of the transfer network
ROZ	Registered entitled customer
RUT	Registered participant on the market
SW	Software
UI	User Interface

1 Introduction & Summary

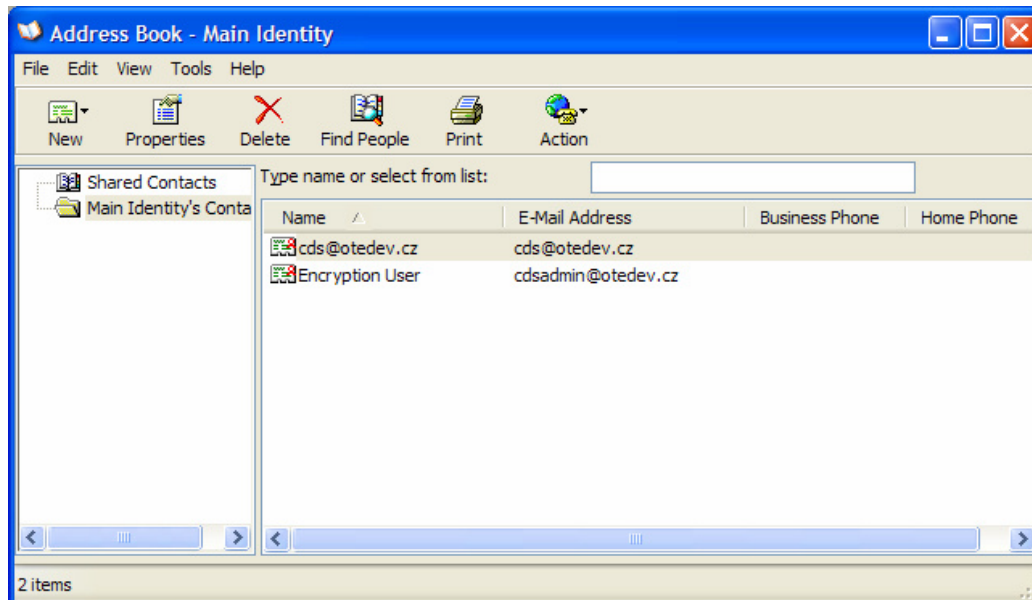
This document describes how to set up MS Outlook Express to establish secure electronic mail. The setting up is also a way to test and install support for high encryption for Outlook Express. The steps for configuring Outlook Express.

1.1 Registration of the recipient's certificate under the relevant contact in MS Outlook Express.

In this Chapter it is necessary to create a contact for the recipient of the encrypted message and a contact for the sender in MS Outlook Express. When these contacts have been created, it is essential to import certificates, in which their email address corresponds to the email address of the relevant contact.

In our case you will need to create contacts and import the CDS certificate.

- a) Creation of the CDS contact (own contact) in **"New – Contact"** in MS Outlook by performing the following steps. The contact must include the correct email address which must correspond to the email address included in the certificate, which we will import in the following step.



kvetoslav pazourek Properties

Name Home Business Personal Other NetMeeting Digital IDs Online

Enter name and e-mail information about this contact here.

First: kvetoslav Middle: Last: pazourek

Title: Display: kvetoslav pazourek Nickname:

E-Mail Addresses: kvetoslav.pazourek@logicacmg.com (Default E-Mail)

Add Edit Remove Set as Default

☐ Send E-Mail using plain text only.

OK Cancel

- b) To import the certificate of the relevant contact in the Certificates tab, we select **Import** and locate the file with the certificate of the relevant contact.

kvetoslav pazourek Properties

Name Home Business Personal Other NetMeeting Digital IDs Online

Add, remove, and view Digital IDs for this contact.

Select an E-Mail address: kvetoslav.pazourek@logicacmg.com

Digital IDs associated with the selected E-Mail address:

✓ Kvētoslav Pazourek (Default)

Properties Remove Set as Default Import... Export...

OK Cancel

Note:

- a) *If you do not register the certificate of the recipient with the relevant contact in MS Outlook Express you will not be able to send an encrypted message to this recipient.*

- b) *The email address field specified in the recipient contact must be the same as the email address listed in the certificate of the recipient.*

1.2 Testing whether Outlook Express enables 128-bit encryption

Since the level of encryption in Outlook Express is based on Internet Explorer, it is necessary to test the level of encryption in MS Internet Explorer.

To determine whether the application uses 128 bit encryption do the following:

1. Open MS Internet Explorer
2. In the menu select Help and click on “About Internet Explorer”



3. If you see the item **“Cipher Strength 128-bit”** under the heading **Version: X.X.XXXX.XXXYY**, then your copy of Internet Explorer is using 128-bit encryption. Therefore Outlook Express is using high encryption at a level of 128-bits.

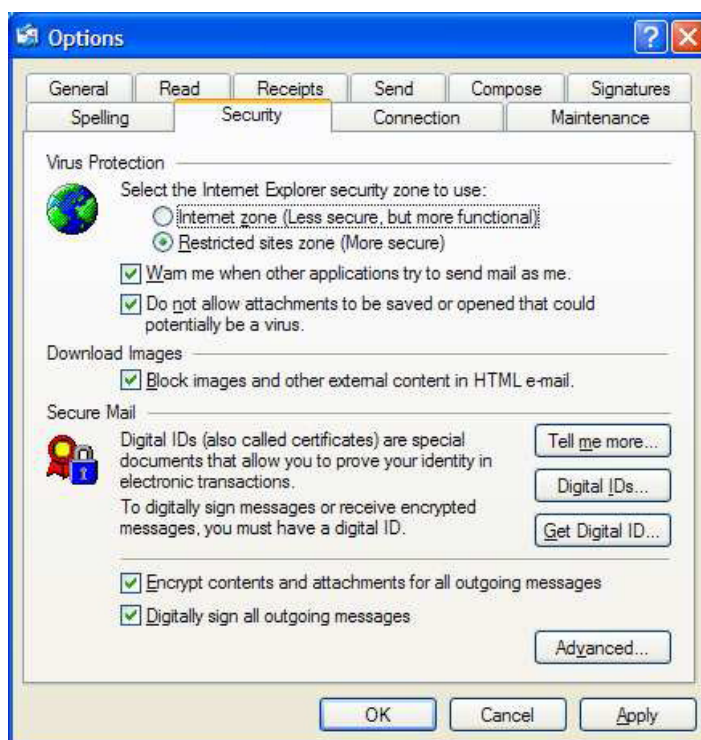
1.3 To increase the encryption level in Outlook Express to 128 bits

If your copy of Internet Explorer does not support strong encryption at a level of 128 bits, you will need to increase this encryption by installing a service pack for high encryption **“High Encryption Service Pack”**.

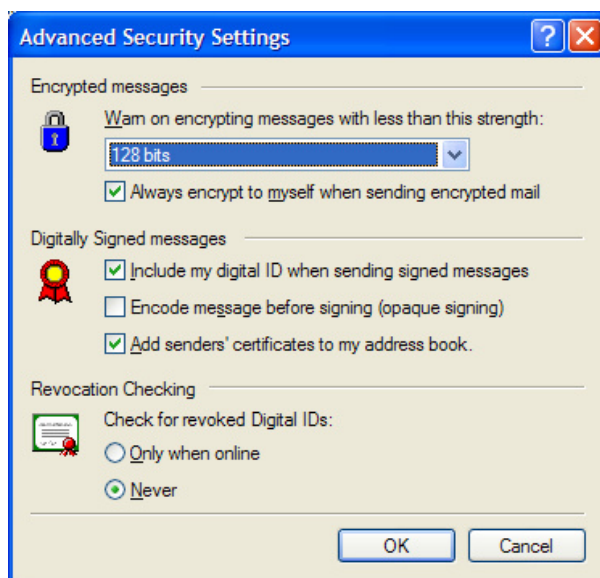
The type of installation depends on the version of IE and is available on the public website of Microsoft at <http://www.microsoft.com/>.

2 Setting up your own private key for the electronic signing of messages and the certificate for sent encrypted messages.

- a) Open MS Outlook Express
- b) On the menu select **Tools** – item **Options** – and the tab labelled **Security**. Select the **Settings** button and adjust the settings so that they are the same as in the following illustration. The name of the selected certificate will depend on the user and the profile used.

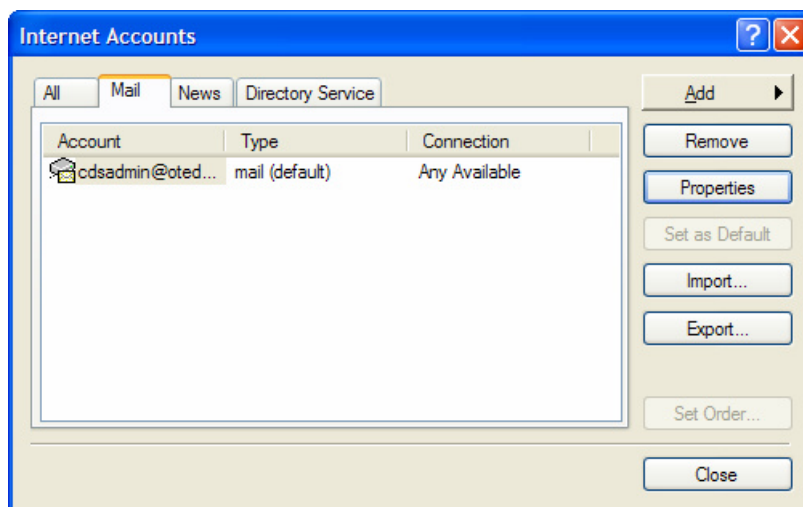


Click on “Advanced” and perform additional settings as in the following figure.

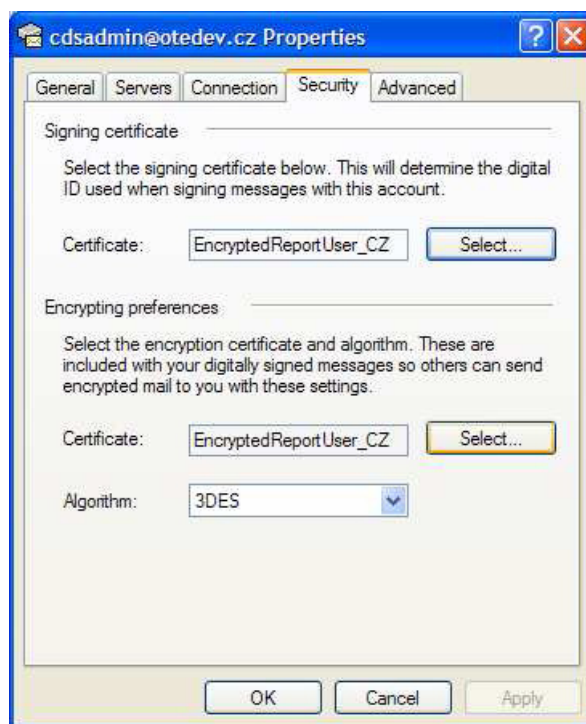


Confirm by clicking “OK”.

- c) In the menu of Outlook Express select “Tools”, the “Accounts” item and the “Mail” tab. Select the account for the sending and receipt of mail and click on “Properties”.



- d) A window will appear with the settings of the selected connection and under the “Security” tab you should perform the following setting up of the signature certificate for sending mail and the encryption key for sent mail in the “Sent Items” folder. At the same time select the “3DES” encryption algorithm.

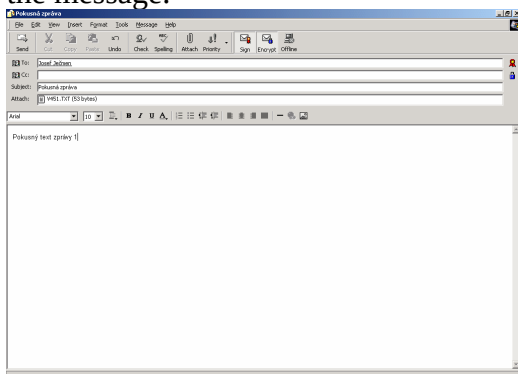


Confirm using the “OK” button and close using the “Close” button.

The signature and encryption certificate used will depend on the user.

3 Testing of encryption and electronic signature functionality in MS Outlook Express

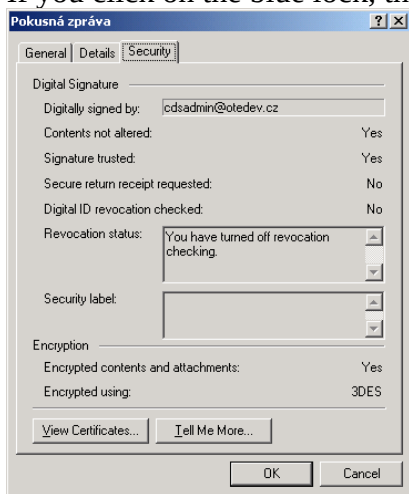
Open MS Outlook Express and send yourself a message. Before sending the message under Tools make sure that the “Sign” and “Encrypt” options are selected. Then send the message.



If everything is ok the message will be sent and will be received shortly thereafter, and once the message has been opened you will see the text of the message as you would normally, however with the addition of a blue lock and red seal in the message header.



If you click on the blue lock, the following message should appear.



If you click on the red seal the following message showing the relevant information about the author who electronically signed the message should appear: