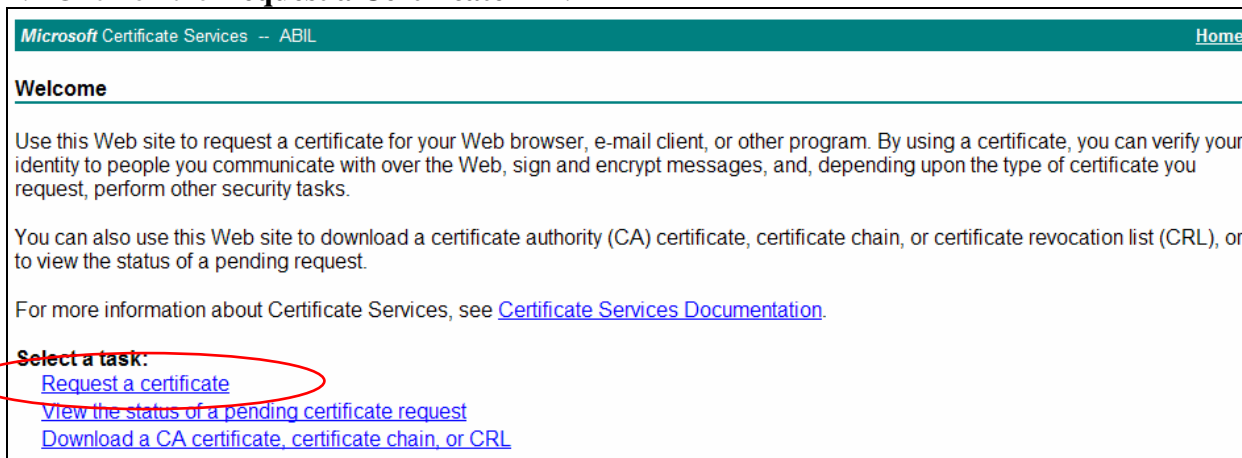


## To Request a Digital Certificate In ABIL Web

1. Open your Internet browser and go to <https://abilweb.bbok.com>.
2. When prompted to **Choose a digital certificate** click **Cancel**.
3. At the window stating **ERROR: In order to gain access...** click **OK**.
4. Click on the **Request a Certificate** link.



Microsoft Certificate Services -- ABIL Home

**Welcome**

Use this Web site to request a certificate for your Web browser, e-mail client, or other program. By using a certificate, you can verify your identity to people you communicate with over the Web, sign and encrypt messages, and, depending upon the type of certificate you request, perform other security tasks.

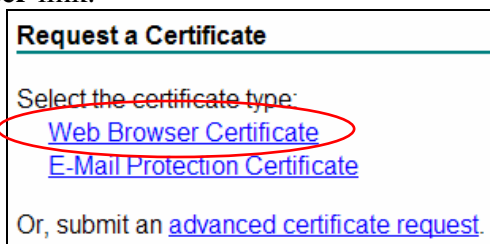
You can also use this Web site to download a certificate authority (CA) certificate, certificate chain, or certificate revocation list (CRL), or to view the status of a pending request.

For more information about Certificate Services, see [Certificate Services Documentation](#).

**Select a task:**

- [Request a certificate](#)
- [View the status of a pending certificate request](#)
- [Download a CA certificate, certificate chain, or CRL](#)

5. Click on the **Web Browser** link.



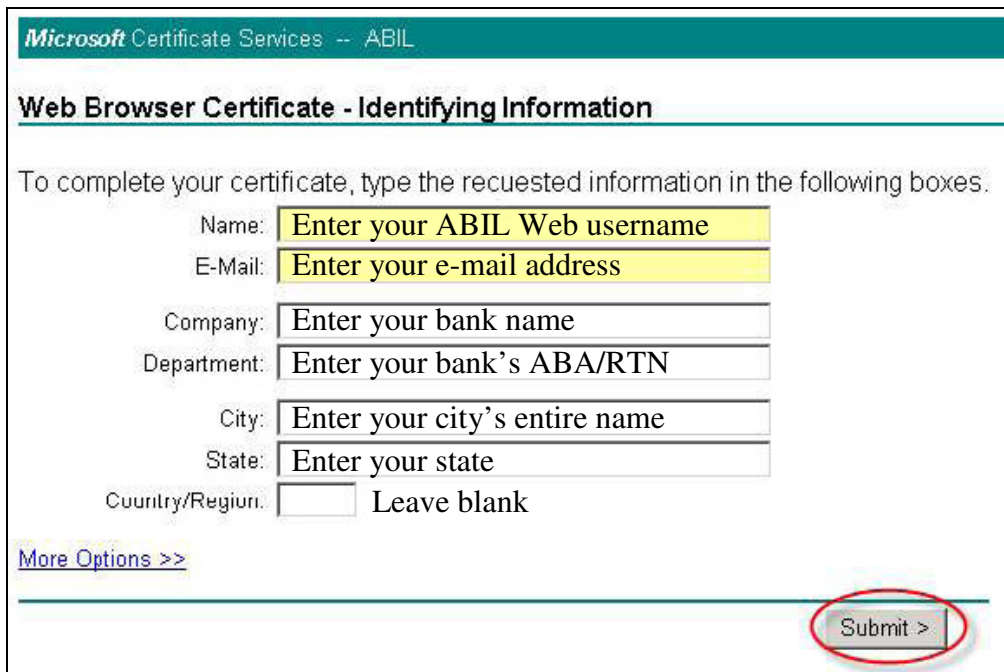
**Request a Certificate**

Select the certificate type:

- [Web Browser Certificate](#)
- [E-Mail Protection Certificate](#)

Or, submit an [advanced certificate request](#).

6. Complete the **Identifying Information** page by entering the user's information and click Submit. When completing the Identifying Information, each field must be completed as follows:



Microsoft Certificate Services -- ABIL

**Web Browser Certificate - Identifying Information**

To complete your certificate, type the requested information in the following boxes.

Name:

E-Mail:

Company:

Department:

City:

State:

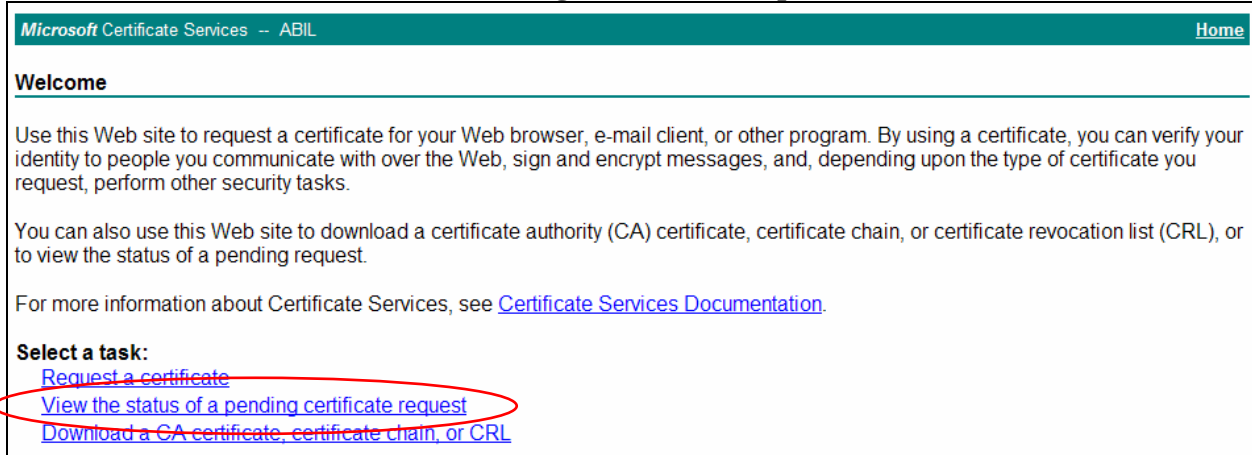
Country/Region:  Leave blank

[More Options >>](#)

Once you have submitted your request, BBOK will issue your new certificate within 24 hours.

## To Retrieve & Install Your Certificate

1. Open your Internet browser and go to <https://abilweb.bbok.com>.
2. When prompted to **Choose a digital certificate** click **Cancel**.
3. At the window stating **ERROR: In order to gain access...** click **OK**.
4. Click the **View the Status of a Pending Certificate Request** link.



Microsoft Certificate Services -- ABIL [Home](#)

**Welcome**

Use this Web site to request a certificate for your Web browser, e-mail client, or other program. By using a certificate, you can verify your identity to people you communicate with over the Web, sign and encrypt messages, and, depending upon the type of certificate you request, perform other security tasks.

You can also use this Web site to download a certificate authority (CA) certificate, certificate chain, or certificate revocation list (CRL), or to view the status of a pending request.

For more information about Certificate Services, see [Certificate Services Documentation](#).

**Select a task:**

- [Request a certificate](#)
- [View the status of a pending certificate request](#)
- [Download a CA certificate, certificate chain, or CRL](#)

5. Click on the certificate on the pending certificate request.



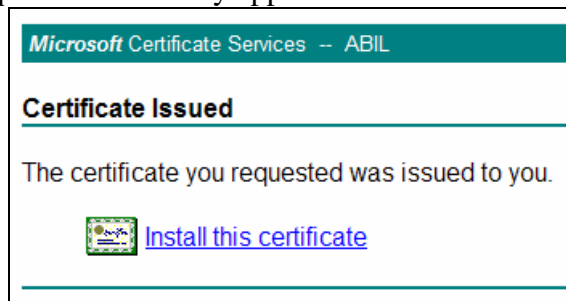
Microsoft Certificate Services -- ABIL

**View the Status of a Pending Certificate Request**

Select the certificate request you want to view:

- [Web Browser Certificate \(10/22/2004 10:16:10\)](#)


6. If the digital certificate was approved and issued, click the **Install This Certificate** link and answer “Yes” to any questions that may appear on the screen.



Microsoft Certificate Services -- ABIL

**Certificate Issued**

The certificate you requested was issued to you.

 [Install this certificate](#)

7. Once the certificate has been installed, you will receive a message stating “Your New Certificate Has Been Successfully Installed”.
8. You may now restart Internet Explorer and access ABIL Web via the Internet.

\*Please note that all digital certificates are workstation/user specific, and will need to be requested/installed on every workstation the user will use to access ABIL Web.