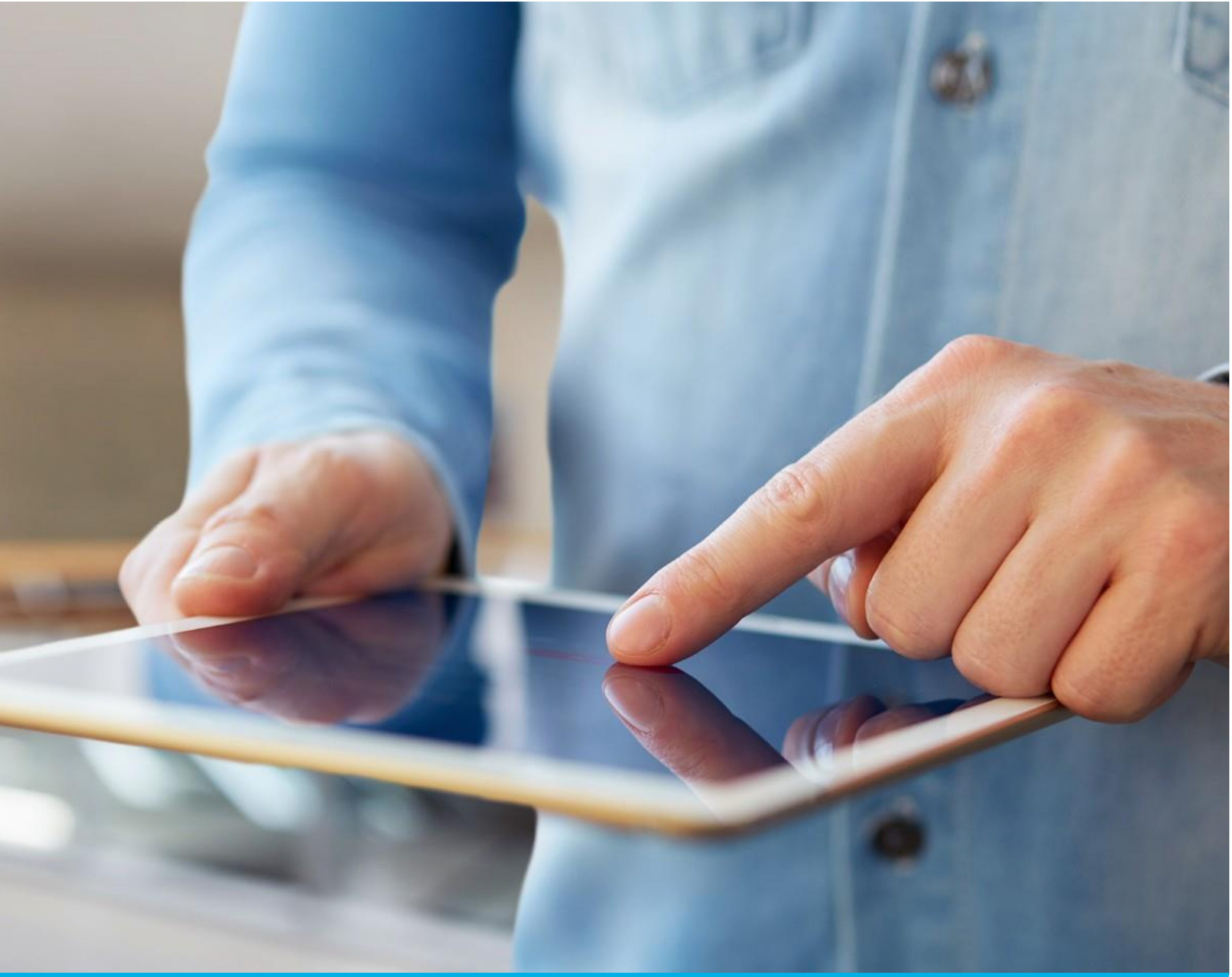


EV Code Signing in the cloud certificate activation

Ver. 1.0

Table of contents

1. Product description

A Standard Code Signing in the cloud certificate is a certificate stored in the SimplySign cloud service.

The Code Signing certificate allows you to digitally sign applications and drivers, certifying their authenticity and security. Thanks to this, users of your software can be sure that it has not been modified, infected or damaged by third parties.

Signing the application with Code Signing eliminates the problem of code anonymity on the internet. With a digital signature you can be sure that users will not see an "unknown publisher" warning when installing or running your program and they will be ensured about its security. Signing your app helps protect both: your users and your brand's reputation.

Digital code signing makes using the application safe, which translates into greater trust in your brand and an expansion of your group of users.

2. Certificate activation

As the Certum **customer**, you will be able to start the activation process of your certificate in the store at **My account** in the **Data security products** tab.

As the **partner**, you start the process through partner panel from the **Dashboard** by choosing the product you want to order.

The process of issuing the certificate consists of several steps:

- **Data verification** – providing the subscriber and organization's data and the verification
- **Certificate activation** – key pair generation, choosing the fields to include in the certificate and submit to issue.

As the activation process goes, each step will go through the next statuses:

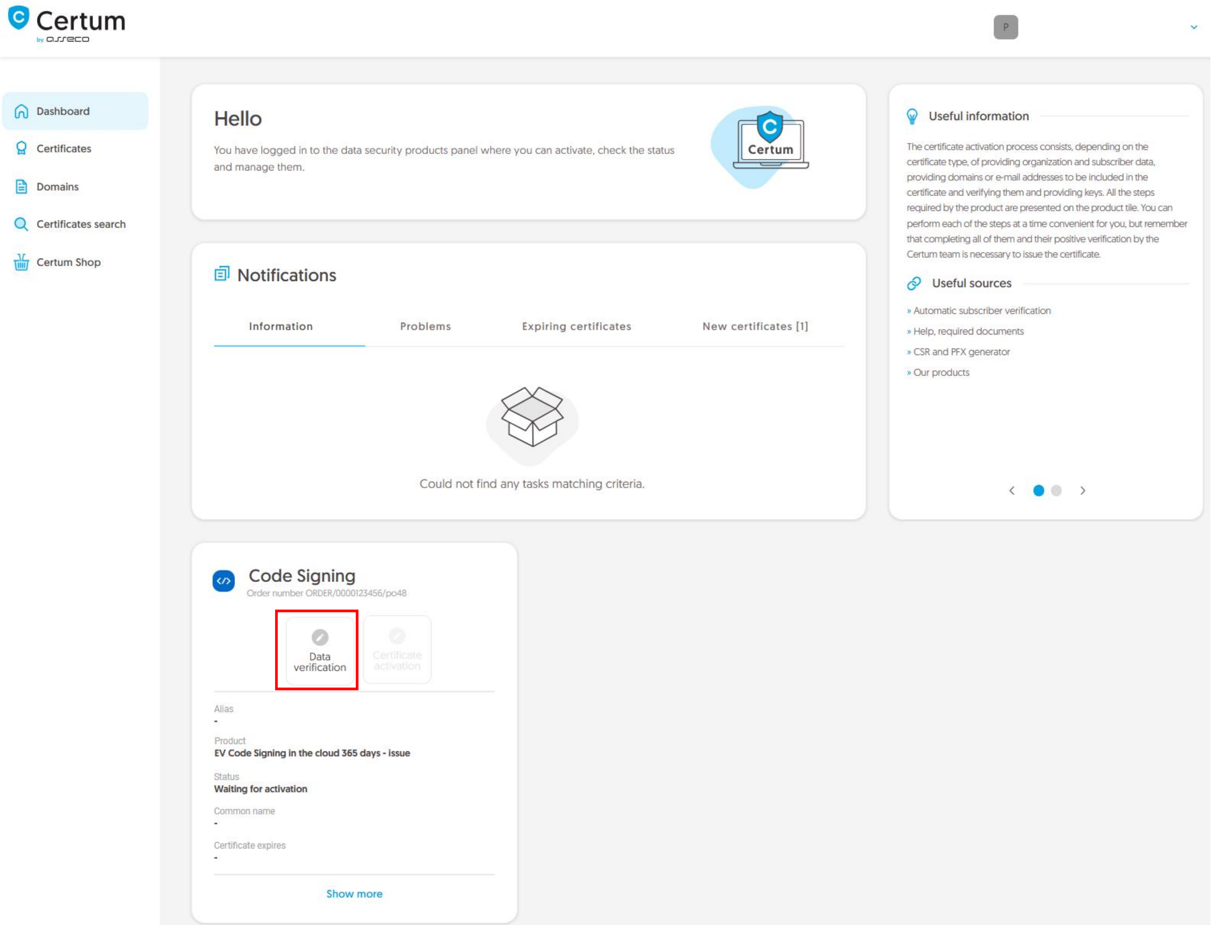
✎	⌛	✓	✎
Step is awaiting for the data	Data is saved and waiting for verification	Verification was successful	Providing the data is not available yet

Data verification step

Providing data to be verified is the step in which you provide the data of the organization for which the certificate will be issued, the data of the subscriber (the person who represents the organization and will be the owner of the certificate) and the data of the subscriber's authorization to represent the organization. From the data provided here, it will be possible to select data for the certificate in the last step of certificate activation.

The list of supported verification documents you can check at Information about required documents.

As the Certum **customer**, you will be able to start the data verification step from **Dashboard**, using **Data verification** option:



Hello

You have logged in to the data security products panel where you can activate, check the status and manage them.

Notifications

Could not find any tasks matching criteria.

Useful information

The certificate activation process consists, depending on the certificate type, of providing organization and subscriber data, providing domains or e-mail addresses to be included in the certificate and verifying them and providing keys. All the steps required by the product are presented on the product tile. You can perform each of the steps at a time convenient for you, but remember that completing all of them and their positive verification by the Certum team is necessary to issue the certificate.

Useful sources

- » Automatic subscriber verification
- » Help, required documents
- » CSR and PFX generator
- » Our products

Code Signing
Order number ORDER/0000123456/po48

Alias
-

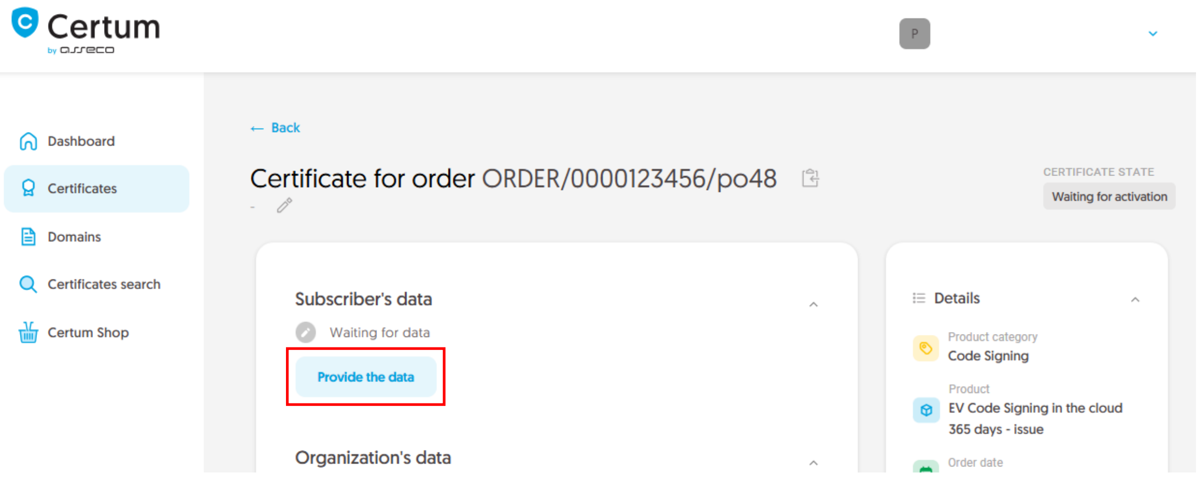
Product
EV Code Signing in the cloud 365 days - issue

Status
Waiting for activation

Common name
-

Certificate expires
-

or from the **Certificates** list – choose the certificate you want to activate and use **Provide the data** option in the subscriber's data section:



Dashboard
Certificates
Domains
Certificates search
Certum Shop

← Back

Certificate for order ORDER/0000123456/po48

CERTIFICATE STATE
Waiting for activation

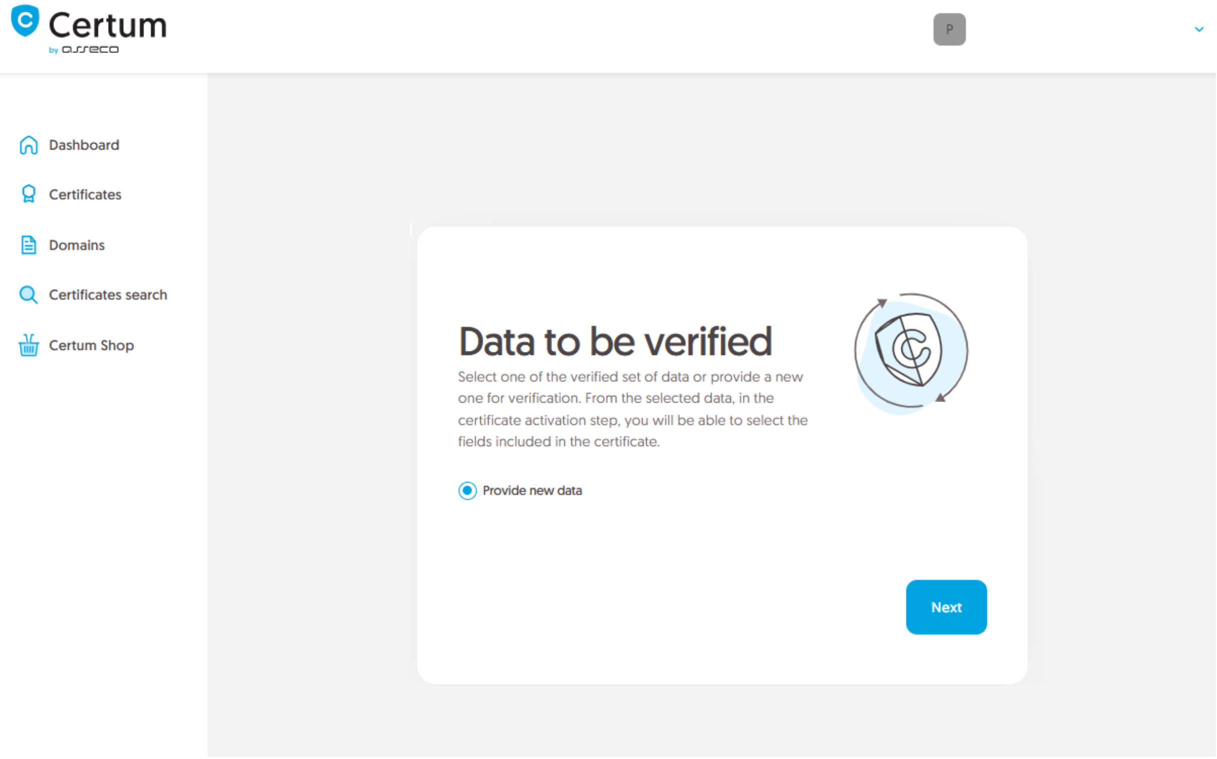
Subscriber's data
Waiting for data
Provide the data

Organization's data

Details
Product category
Code Signing
Product
EV Code Signing in the cloud 365 days - issue
Order date

As the **partner**, you will be able to start the data verification step from **Dashboard**, using new order option. After choosing the product type and providing the order details, you will be able to provide the data used in the first step of issuing the certificate.

The wizard will guide you through the process of providing the data. In the first stage, choose **Provide new data**. In the future, it will be possible to use them to issue another certificate.



Dashboard
Certificates
Domains
Certificates search
Certum Shop

Data to be verified

Select one of the verified set of data or provide a new one for verification. From the selected data, in the certificate activation step, you will be able to select the fields included in the certificate.

● Provide new data

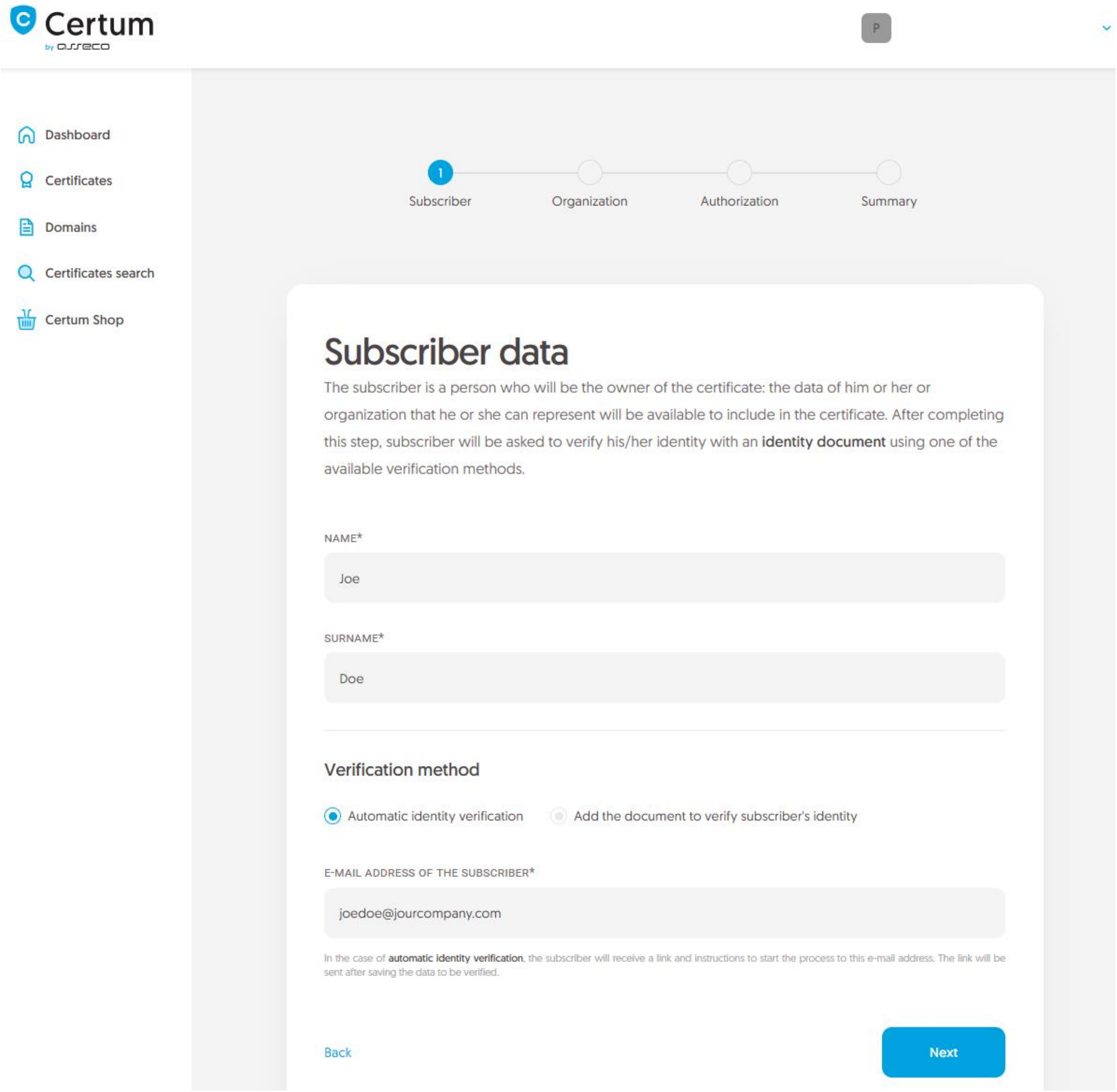
Next

In the next stage, provide the details of the subscriber, which means the person who represents the organization and will be the owner of the certificate. Please write the names and surnames in the form as they appear on the subscriber's identity document.

Also choose a method for verifying the subscriber's identity from the available ones:

- **Automatic identity verification** – the subscriber will receive an e-mail with a link to the identity verification service to use with a computer or phone camera and an ID document

- **Attaching a document** – you will add a scan of the subscriber's identity document or an identity confirmation.



Subscriber data

The subscriber is a person who will be the owner of the certificate: the data of him or her or organization that he or she can represent will be available to include in the certificate. After completing this step, subscriber will be asked to verify his/her identity with an **identity document** using one of the available verification methods.

NAME*

Joe

SURNAME*

Doe

Verification method

● Automatic identity verification ○ Add the document to verify subscriber's identity

E-MAIL ADDRESS OF THE SUBSCRIBER*

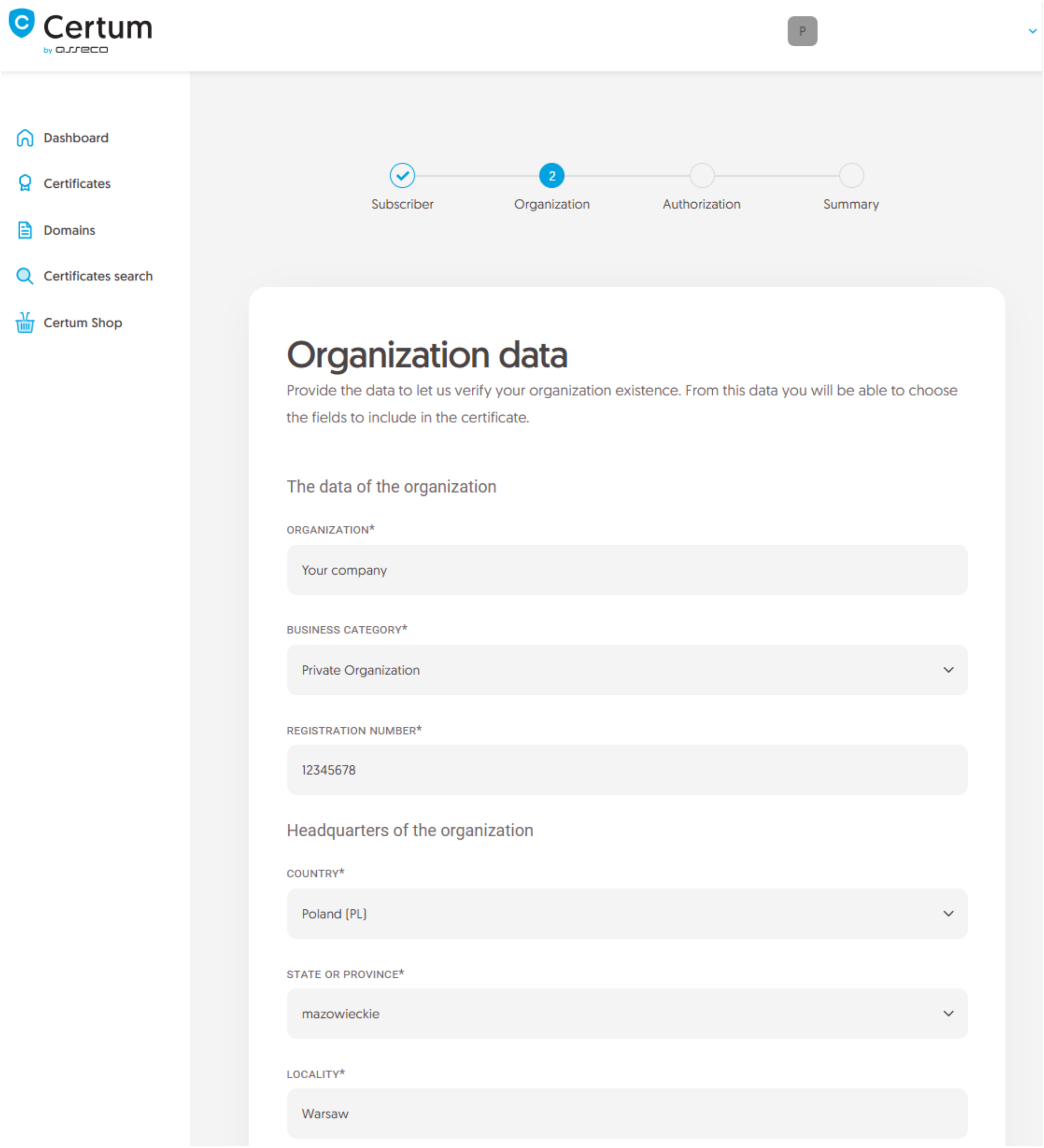
joedoe@jourcompany.com

In the case of **automatic identity verification**, the subscriber will receive a link and instructions to start the process to this e-mail address. The link will be sent after saving the data to be verified.

After providing the subscriber’s data, go to the next stage: providing the organization's data. Here provide the organization's details and the address of its headquarters. The data will be used to verify the existence of the organization.

Choose also how Certum will verify the existence of the organization:

- **By registration number** – Certum will search for information about the organization in the public register using the provided number
- **Attaching a document** – you will add a document confirming the establishment of the organization.



Organization data

Provide the data to let us verify your organization existence. From this data you will be able to choose the fields to include in the certificate.

The data of the organization

ORGANIZATION*

Your company

BUSINESS CATEGORY*

Private Organization

REGISTRATION NUMBER*

12345678

Headquarters of the organization

COUNTRY*

Poland (PL)

STATE OR PROVINCE*

mazowieckie

LOCALITY*

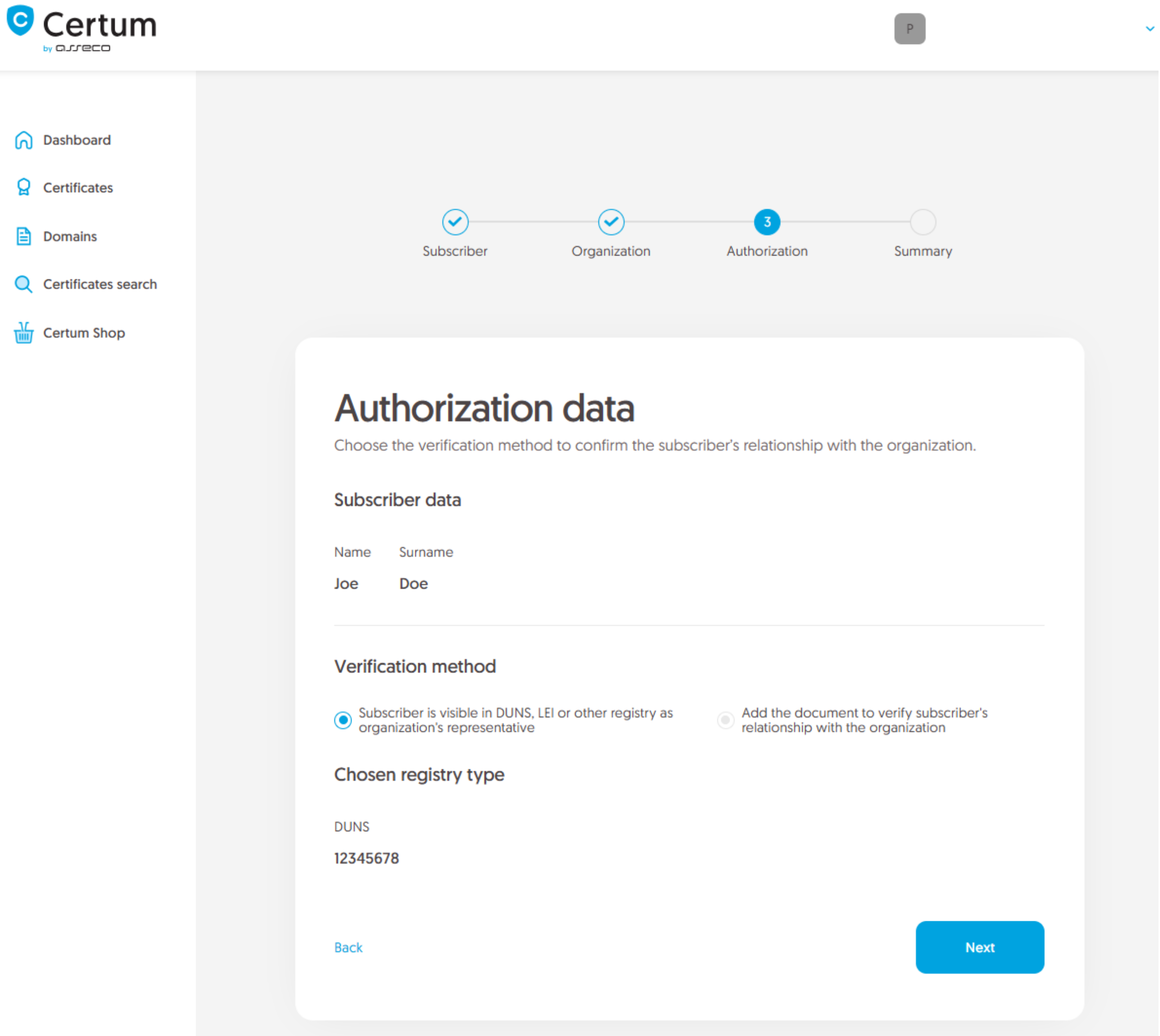
Warsaw

After providing all the required organization’s data, proceed to the last stage of providing data for verification step, which is choosing the method of verifying the subscriber's authorization to represent the organization.

There are two methods to choose from:

- **The subscriber is visible in the registry** – the person given as the subscriber appears in one of the given registers as a representative of the organization
- **Attaching a document** – you will add a document confirming authorization. You can download an example of such document by the **Download ready to sign authorization document** link.

The method of verifying the subscriber's authorization is also influenced by the organization's chosen verification method. If the registration number and its type have been provided there, Certum will first check whether the subscriber is listed in the register and the system will automatically mark the method of verifying the subscriber's authorization as **Subscriber is visible in the registry**. However, this does not prevent you from adding a document confirming the subscriber's authorization.



Authorization data

Choose the verification method to confirm the subscriber's relationship with the organization.

Subscriber data

Name	Surname
Joe	Doe

Verification method

● Subscriber is visible in DUNS, LEI or other registry as organization's representative

○ Add the document to verify subscriber's relationship with the organization

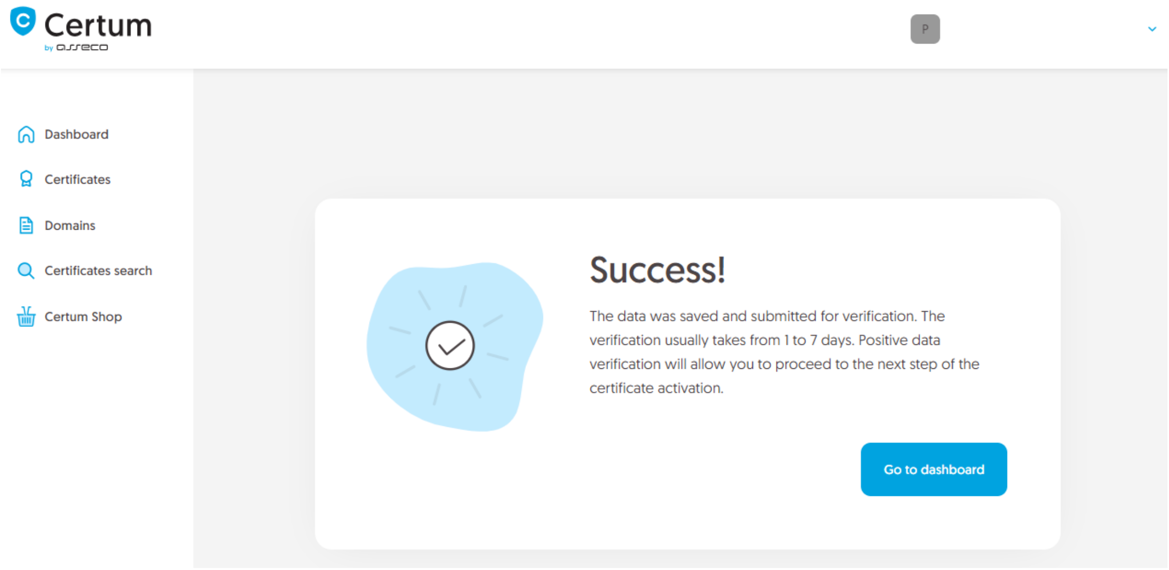
Chosen registry type

DUNS

12345678

After selecting the authorization verification method and proceeding, verify provided information on the summary screen. If the data is correct, mark the required statements and complete the step of providing data to be verified.

The success screen will inform you that the data have been saved for verification. Certum will verify them. During this time, if you want to add another document confirming the provided data, you can add it in the certificate details. This is also the time to perform automatic verification of the subscriber's identity, if such verification method has been chosen. You may check the instruction for automatic identity verification.



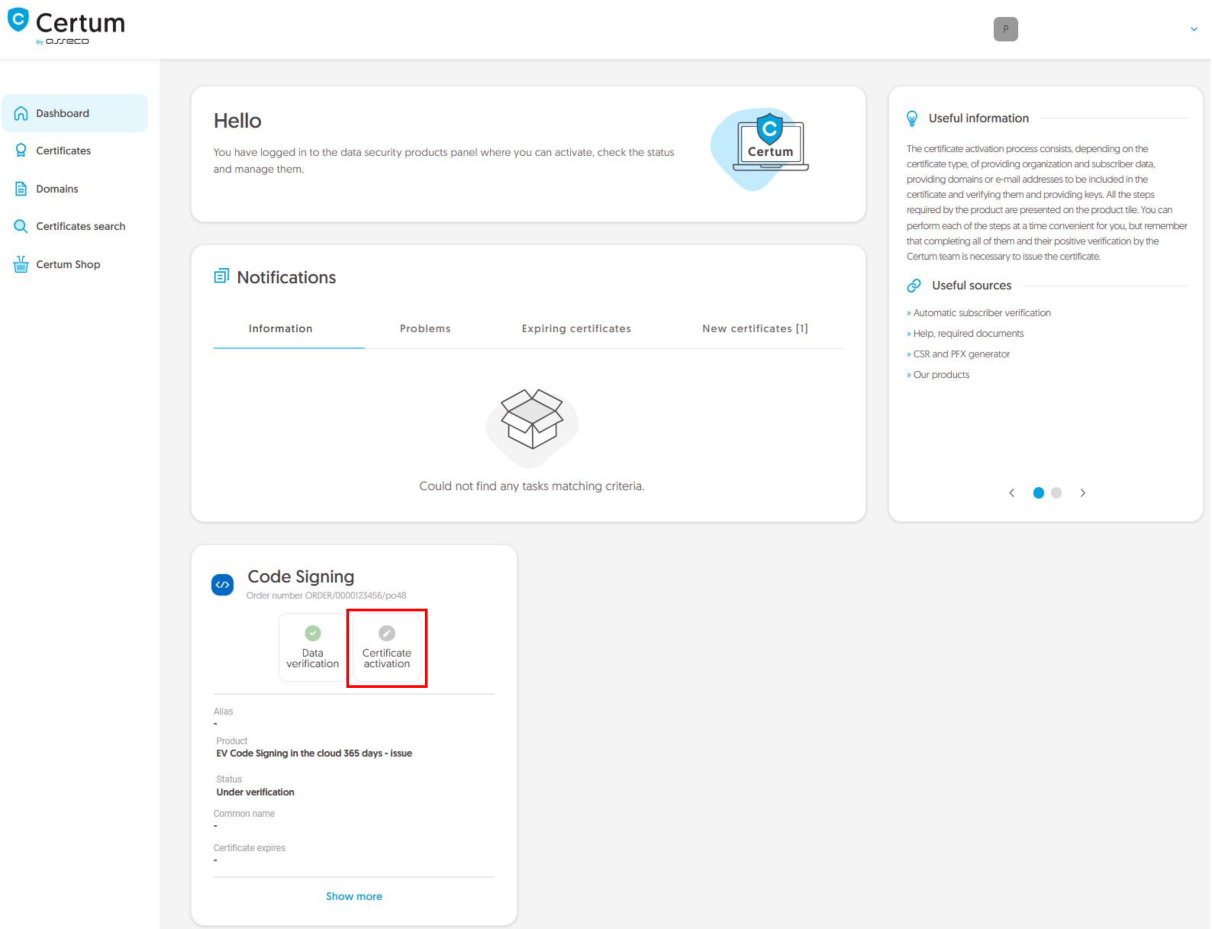
Success!

The data was saved and submitted for verification. The verification usually takes from 1 to 7 days. Positive data verification will allow you to proceed to the next step of the certificate activation.

Positive verification of the provided data will allow you to go to the **Certificate activation**.

Certificate activation step

You will be able to start certificate activation step from **Dashboard**, using **Certificate activation** option:



Hello

You have logged in to the data security products panel where you can activate, check the status and manage them.

Could not find any tasks matching criteria.

Useful information

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Useful sources

- » Automatic subscriber verification
- » Help, required documents
- » CSR and PFX generator
- » Our products

Code Signing

Order number ORDER/0000123456/po48

Alias
-

Product
EV Code Signing in the cloud 365 days - issue

Status
Under verification

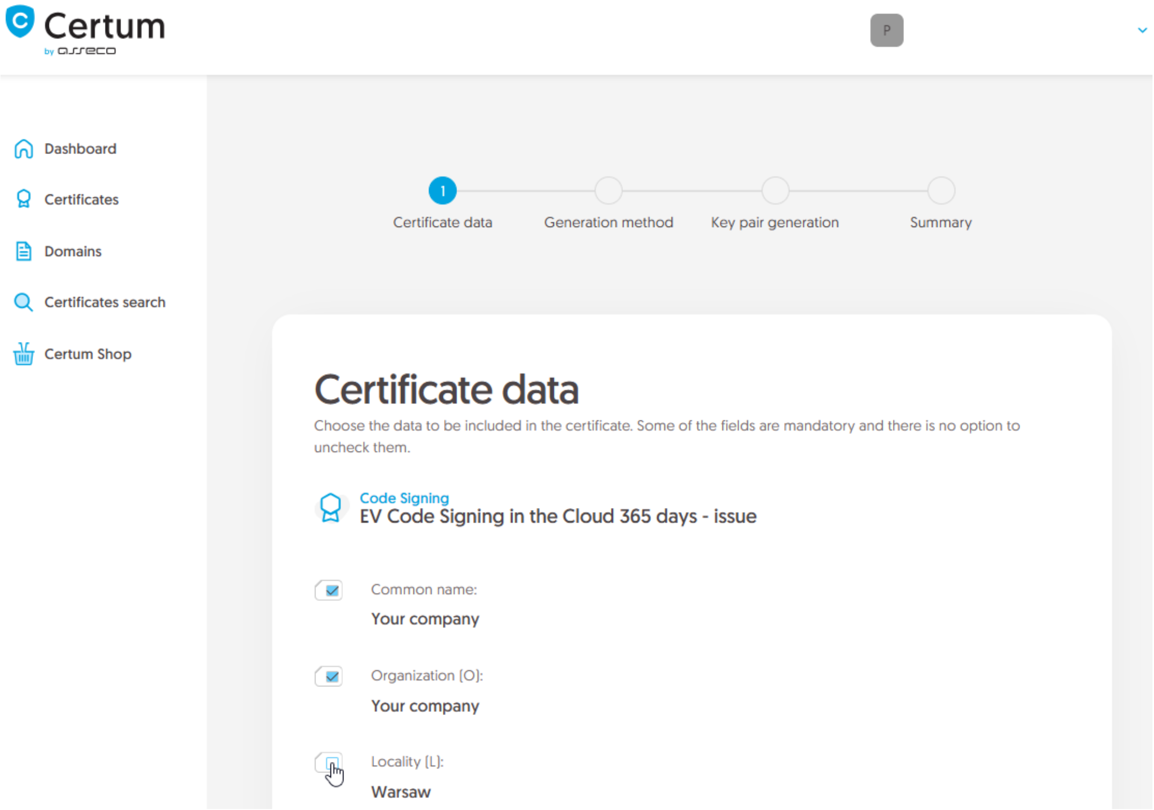
Common name
-

Certificate expires
-

or similar to the previous step: from the **Certificates** list – choose the certificate you want to activate and use **Activate certificate** option.

In this step, you will choose the fields you want to include in the certificate and generate key pair.

Choose the fields you want to include in the certificate. Some fields are required and cannot be unmarked.



Certificate data

Choose the data to be included in the certificate. Some of the fields are mandatory and there is no option to uncheck them.

Code Signing
EV Code Signing in the Cloud 365 days - issue

☑ Common name:
Your company

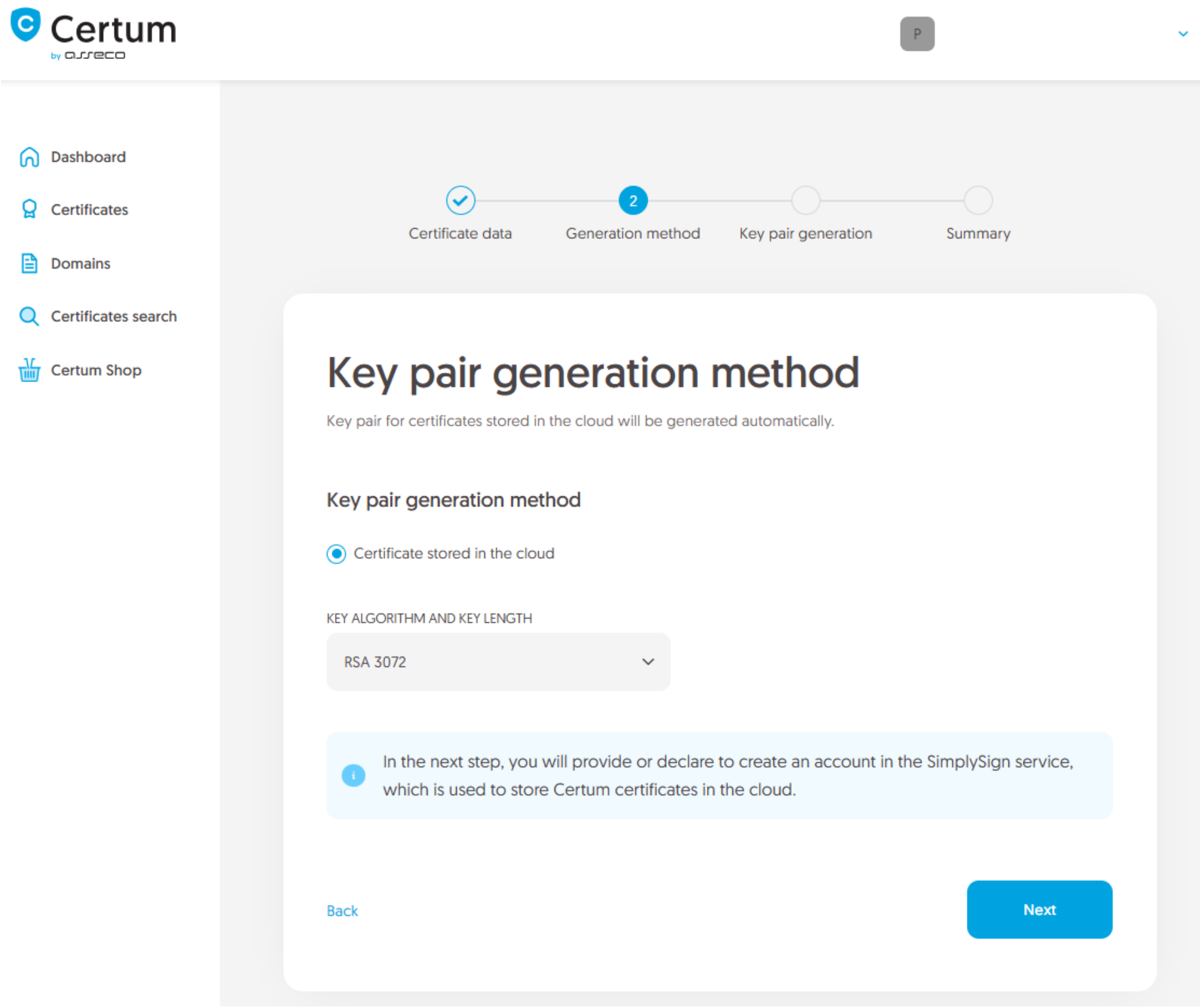
☑ Organization (O):
Your company

□ Locality (L):
Warsaw

Once you have chosen the fields to the certificate, go to the key pair generation.

For Code Signing in the cloud certificates, the available key generation method is **Certificate stored in the cloud** – the keys will be saved on the virtual cryptographic card in the SimplySign cloud.

For certificate stored in the cloud, also choose the algorithm and key length. Your choice should depend on the algorithm and key length supported by the application in which you use the certificate or the recommendation of e.g. your IT department.



Key pair generation method

Key pair for certificates stored in the cloud will be generated automatically.

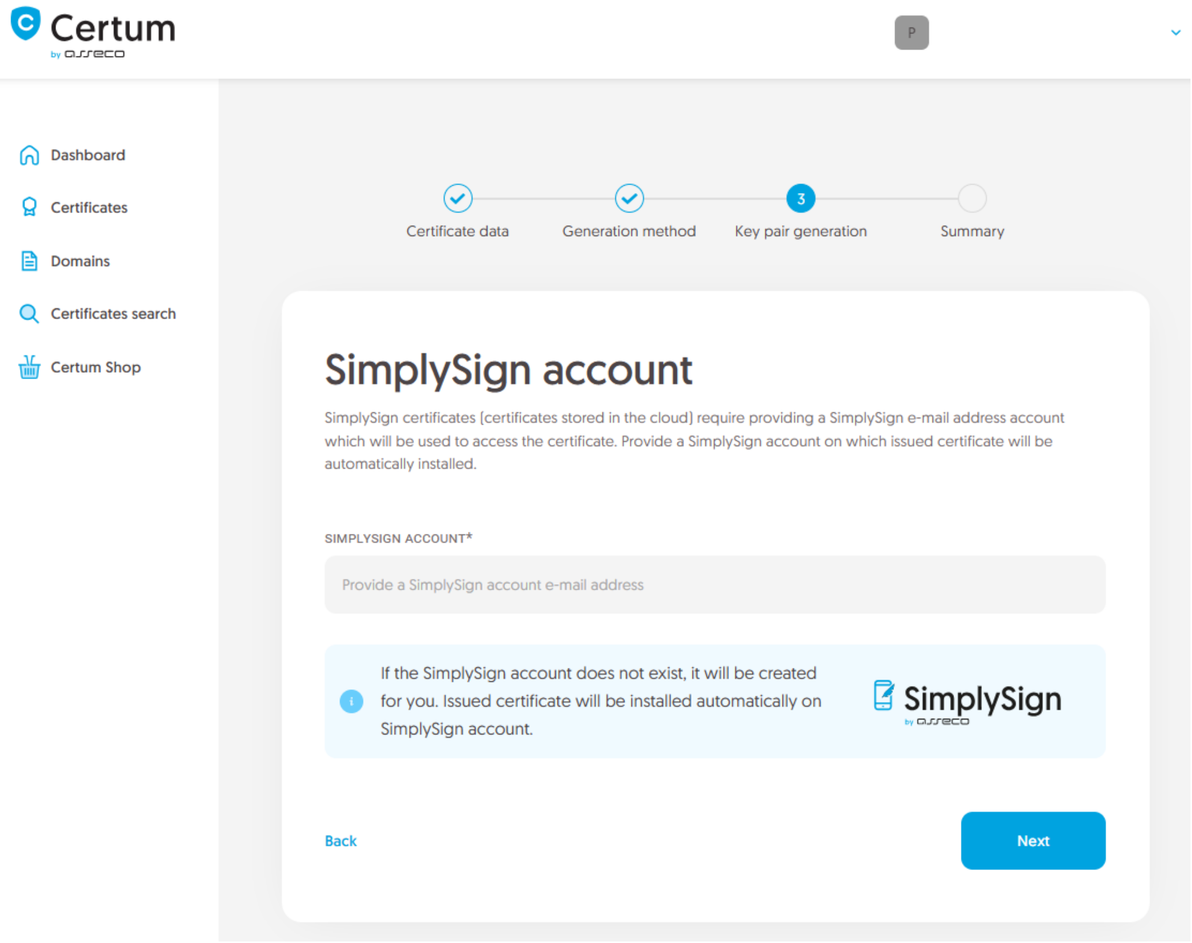
Key pair generation method

● Certificate stored in the cloud

KEY ALGORITHM AND KEY LENGTH: RSA 3072

In the next step, you will provide or declare to create an account in the SimplySign service, which is used to store Certum certificates in the cloud.

In the next stage, decide if you have an existing SimplySign account on which certificate will be installed or if you want to provide a new SimplySign account to be automatically created. In both cases provide an e-mail address which will be used as login to the SimplySign service and will allow to access the issued certificate.



SimplySign account

SimplySign certificates (certificates stored in the cloud) require providing a SimplySign e-mail address account which will be used to access the certificate. Provide a SimplySign account on which issued certificate will be automatically installed.

SIMPLYSIGN ACCOUNT*

Provide a SimplySign account e-mail address

If the SimplySign account does not exist, it will be created for you. Issued certificate will be installed automatically on SimplySign account.

After providing the SimplySign account e-mail, proceed to the summary and check provided data on the summary screen. If the data is correct, complete the certificate activation step.

The success screen will inform you that the certificate has been submitted for issuance. The issued certificate will be installed on the SimplySign account provided in previous step. Now you may check the application installation instruction and how to activate SimplySign application.

From the certificate details view you can also download subordinate certificates for the certificate.