

# FUJITSU Cloud Service S5 Certificate Management

This guide describes the process for reissuing, importing and exporting Certificates in the FUJITSU Cloud Service S5

## How to Manage Certificates

For security purposes, once a certificate is issued, it is NOT possible to log-in to FUJITSU Cloud Service S5 using an ID / Password. If Users lose their certificates or Users need to log-in with ID / Password, the password is re-issued using the following procedure. The Service Portal is then accessed via the re-issued password.

1. Click the "If your certificate has been revoked" button on the Top Page.

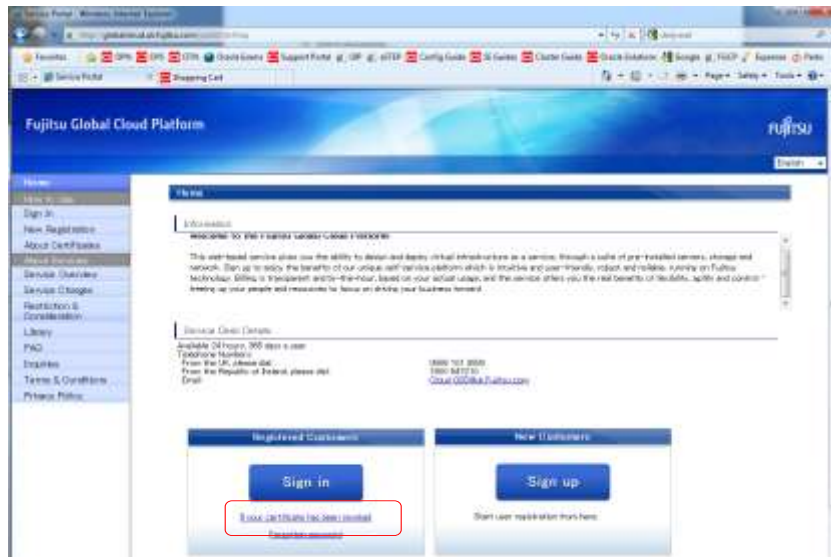


Figure 1 Managing Certificates

2. Enter ID and Password and click the "Change Sign in Method" button.

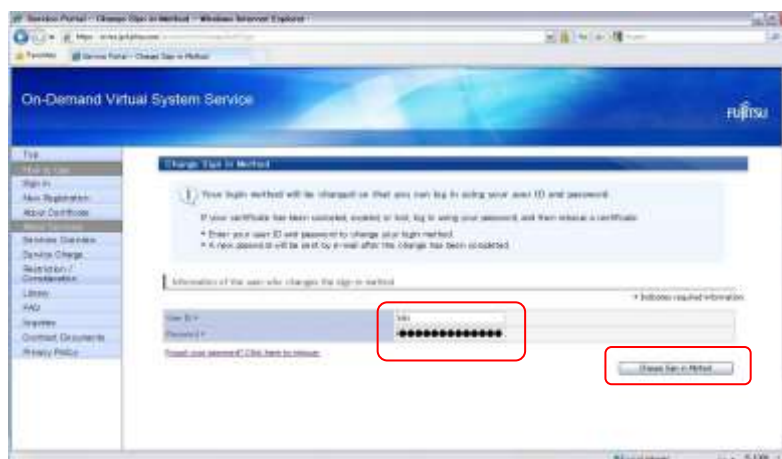


Figure 2 Managing Certificates

3. Confirm the process by clicking the "OK" button.

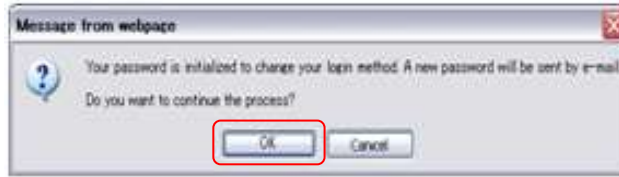


Figure 3 Managing Certificates

The new password is sent to the registered e-mail address.

4. Login with the New Password
5. Click the "Sign Now" button which is displayed after Users change their login method.

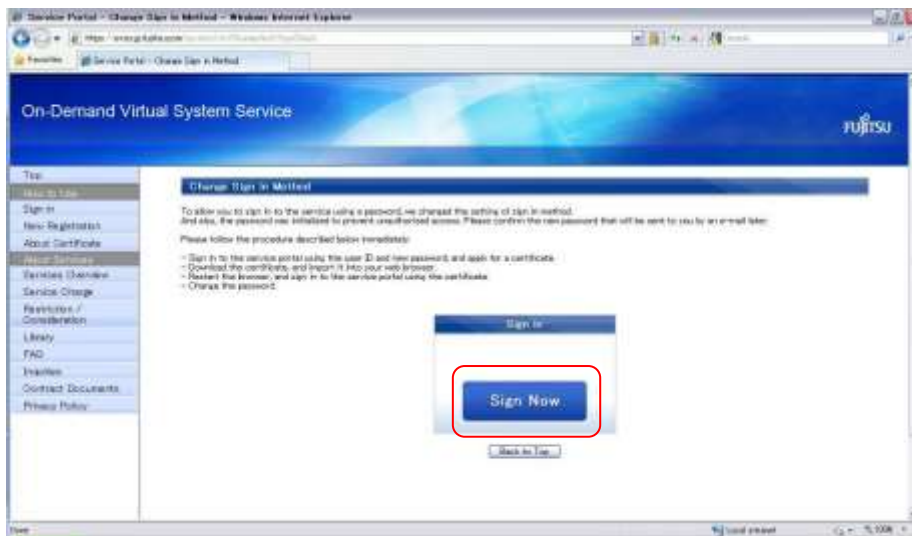


Figure 4 Managing Certificates

6. Click the "Cancel" button at the "Identification" window.

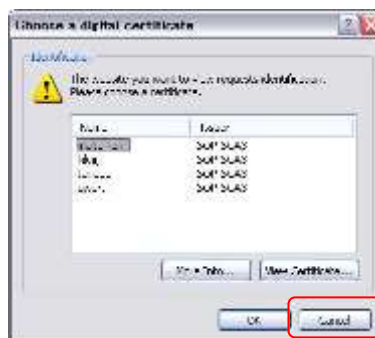


Figure 5 Managing Certificates

Note: If no certificate is installed, this window is not displayed.

7. Enter User ID and the new temporary password and click the “Login” button.

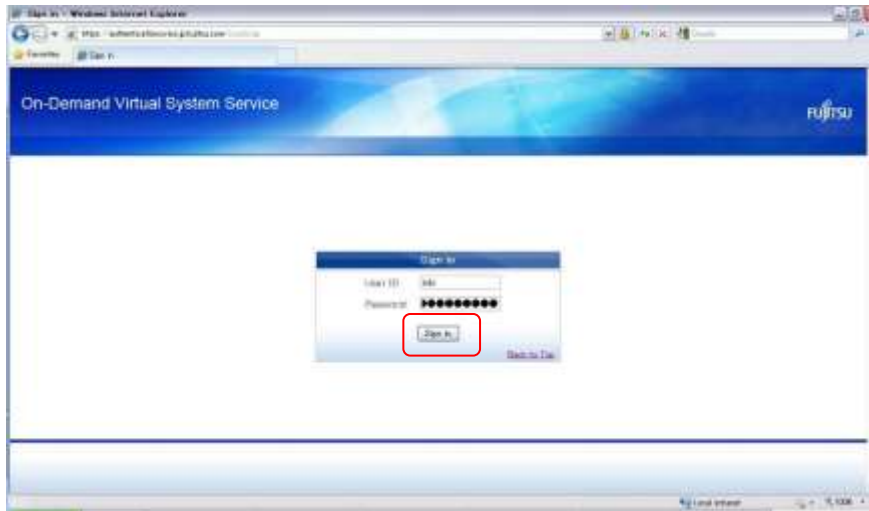


Figure 6 Managing Certificates

When the following window is displayed, the login is successful.



Figure 7 Managing Certificates

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### How to Export Certificates

Once a Certificate is created, it becomes the User’s log-in method on that PC. There may be instances where the User needs to access FUJITSU Cloud Service S5 from a different PC. In order to do this, the User must transfer their Certificate to that machine. This is done by exporting the Certificate from their current PC and importing it to the new one.

The process is done through Internet Explorer rather than FUJITSU Cloud Service S5. The Certificate needs to be exported from the current machine. Open up Internet Explorer and click “Tools” > “Internet Options” and then the “Content” tab.

1. Click the "Certificates" button.

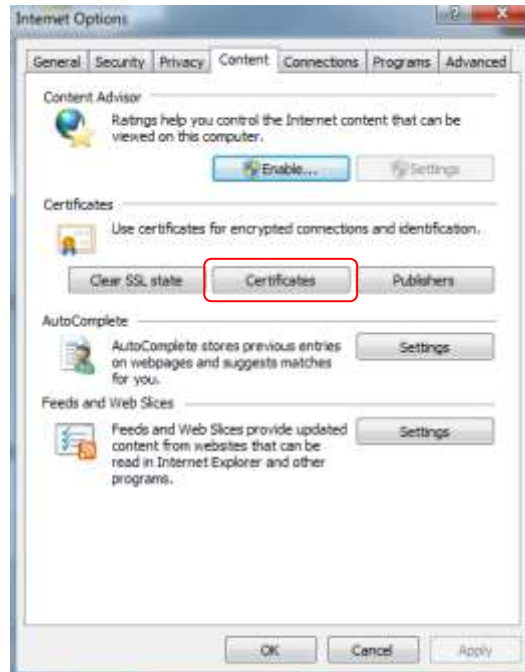


Figure 8 Managing Certificates

2. Choose the Certificate to be exported and click the "Export" button.

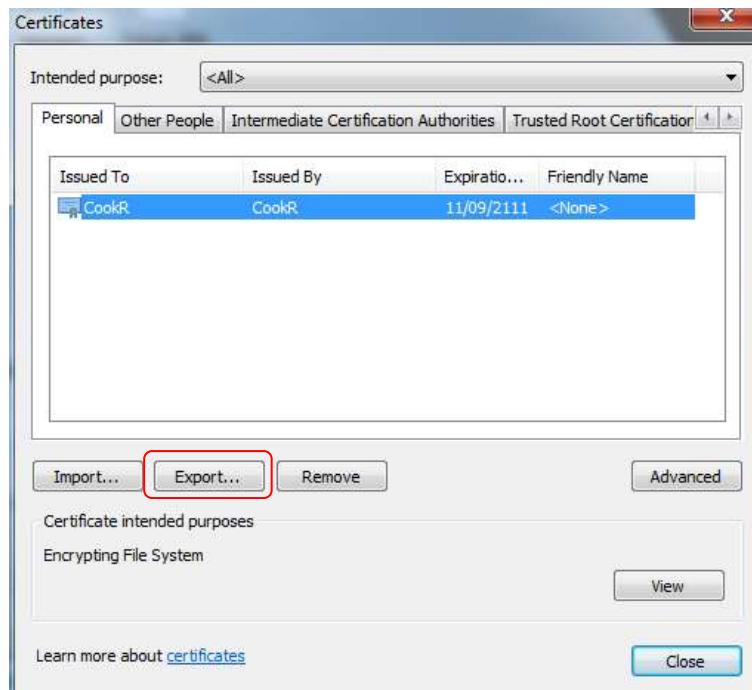


Figure 9 Managing Certificates

3. The Certificate Export Wizard is opened. Click "Next" to continue.

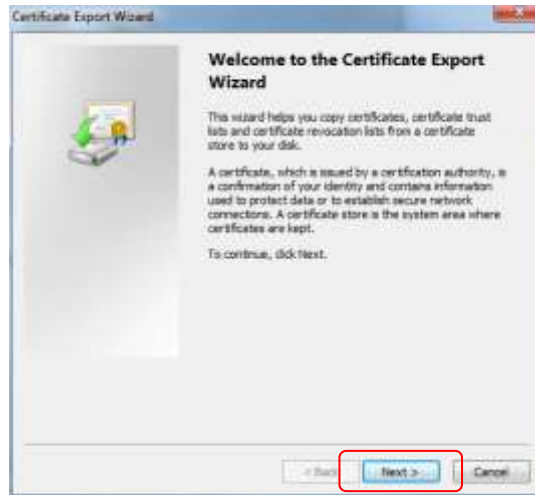


Figure 10 Managing Certificates

The Private Key needs to be exported with the Certificate for added security.

4. Click the "Yes, export the private key" button and click the "Next" button.

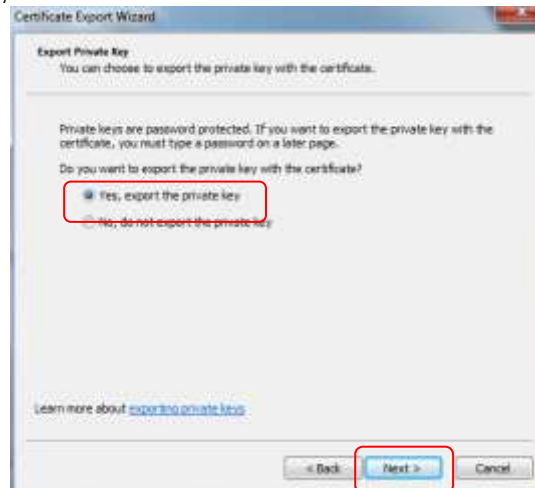


Figure 11 Managing Certificates

The Export File Format screen appears next. The default settings should be displayed as below. If so, click the "Next" button.

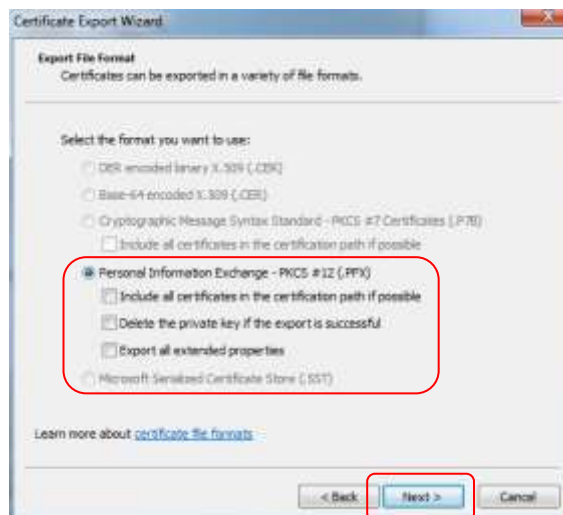


Figure 12 Managing Certificates

5. Enter a Password to secure the Certificate. For continuity, use the same password as the initial User ID / Password account. Then click the "Next" button.

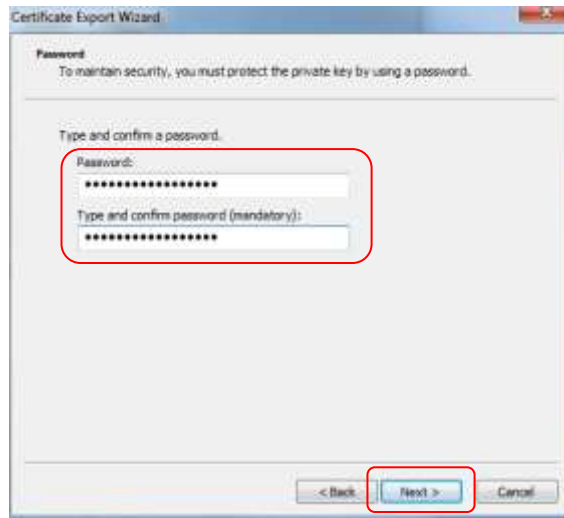


Figure 13 Managing Certificates

6. Choose a filename and click the "Next" button.

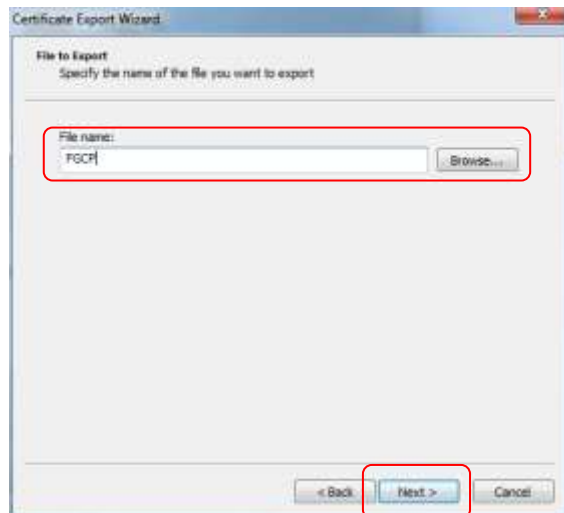


Figure 14 Managing Certificates

7. Click "Finish" at the final confirmation screen.



Figure 15 Managing Certificates

The Certificate icon is shown below. It can now be mailed or copied to a memory stick.



Figure 16 Managing Certificates

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## How to Import Certificates

Once the Certificate has been exported from the original PC, it can be imported to a new PC. Copy the Certificate to the desktop of the new PC and double-click the icon to open the Certificate Import Wizard.

1. Click the "Next" button.



Figure 17 Managing Certificates

2. Choose the Certificate filename and click the "Next" button.

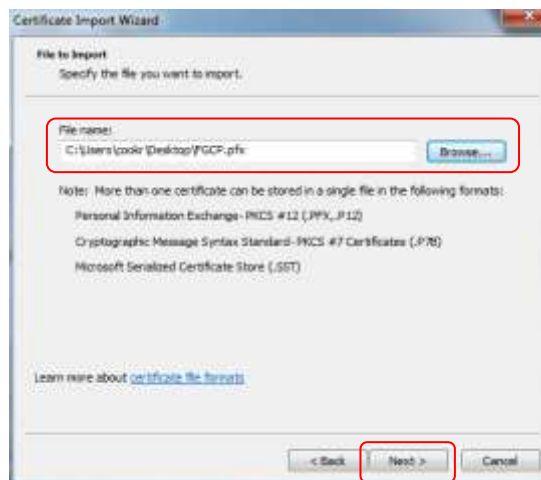


Figure 18 Managing Certificates

- Enter the password used when exporting the certificate, check the boxes as shown below and click the "Next" button.



Figure 19 Managing Certificates

**Note:** Different OS versions may not display the [Include all extended properties] box. If it is displayed, keep the default setting.

From the Certificate Store screen, you can determine where to save the Certificate. It is the User's preference but typically keep the default setting.

- Click the "Next" button.

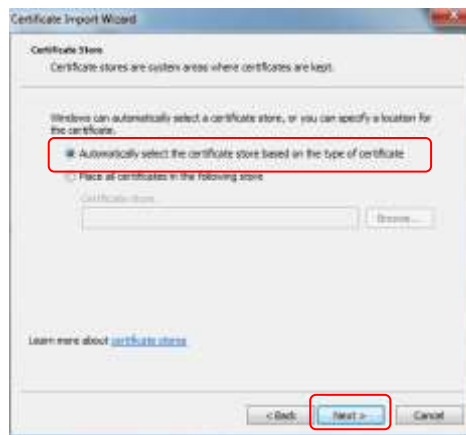


Figure 20 Managing Certificates

- Click "Finish" at the final confirmation screen.

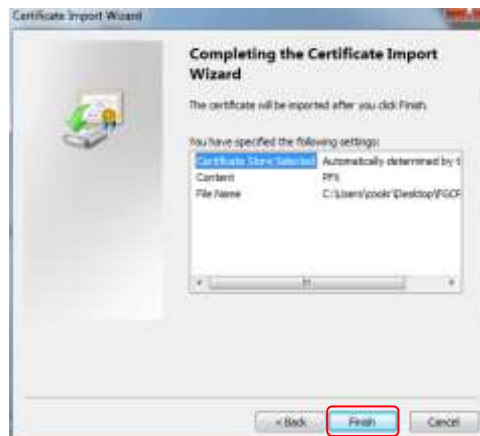


Figure 21 Managing Certificates



When the User now logs into FUJITSU Cloud Service S5 from the new PC, the Certificate will appear. The User can continue to enjoy complete and secure access to their FUJITSU Cloud Service S5 account on a new system.

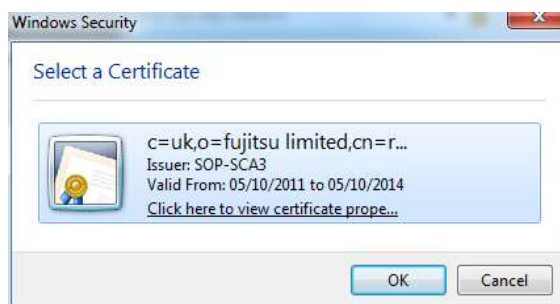


Figure 22 Managing Certificates

### How to Delete Certificates

After cancellation is completed, Users can delete Certificates as necessary.

1. Click **"Start"** > **"Control Panel"** > **"Network and Internet"** > **"Internet Options"**
2. Click the **"Content"** tab
3. Click the **"Certificates"** button
4. Delete the FUJITSU Cloud Service S5 Certificate from the **"Personal"** tab  
Users check the following items and delete them.  
Issued To: User ID registered at FUJITSU Cloud Service S5  
Issued By: SOP-\*\*\*
5. Delete the FUJITSU Cloud Service S5 Certificate from the **"Intermediate Certificate Authorities"** tab  
Users check the following items and delete them.  
Issued To: SOP-\*\*\*  
Issued By: SOP-\*\*\*
6. Delete the FUJITSU Cloud Service S5 Certificate from the **"Trusted Root Certification Authorities"** tab  
Users check the following items and delete them.  
Issued By: SOP-RCA  
Expiration Date: 03/16/2030  
Serial Number: 01  
Thumbprint: <https://globalcloud.us.fujitsu.com/portal/ctrl/aboutCertificate>

Note: Users can check the Expiration Date, Serial Number and Thumbprint on the detailed screen opened by double-clicking the certificate on **"Trusted Root Certification Authorities"** tab.