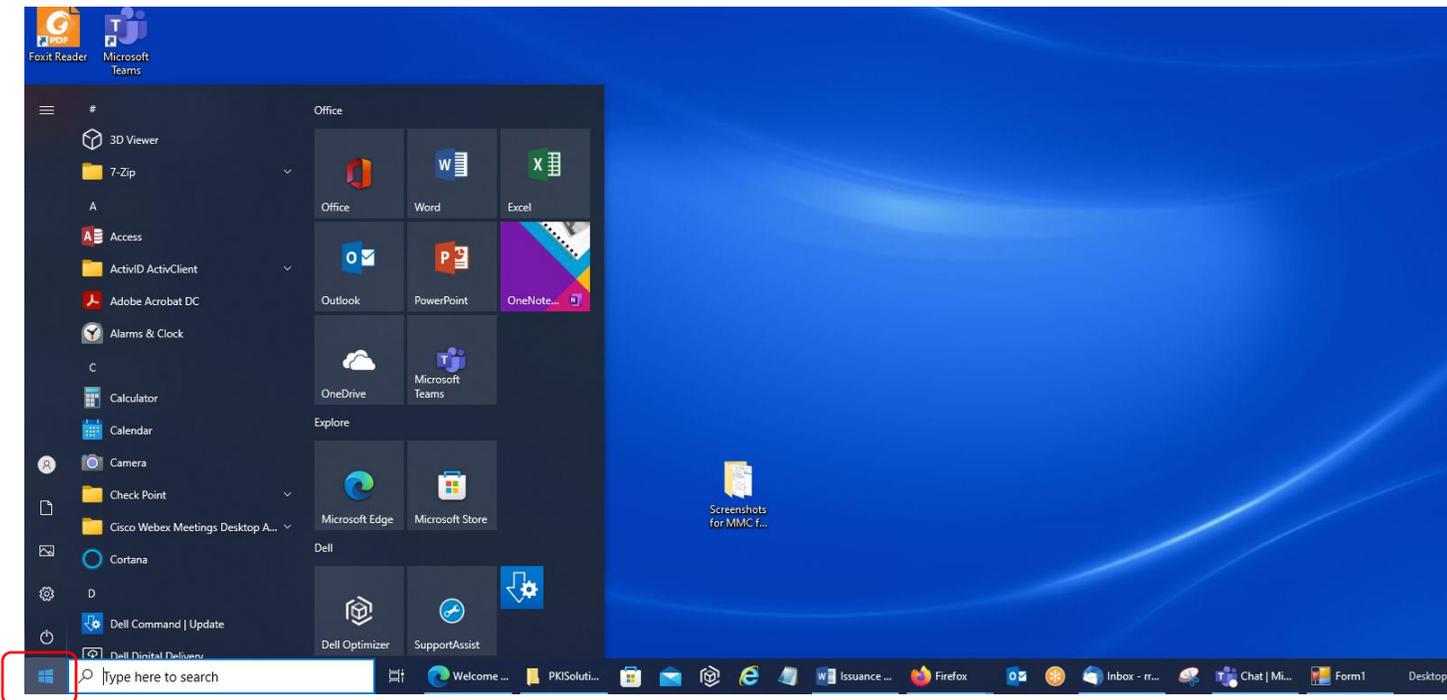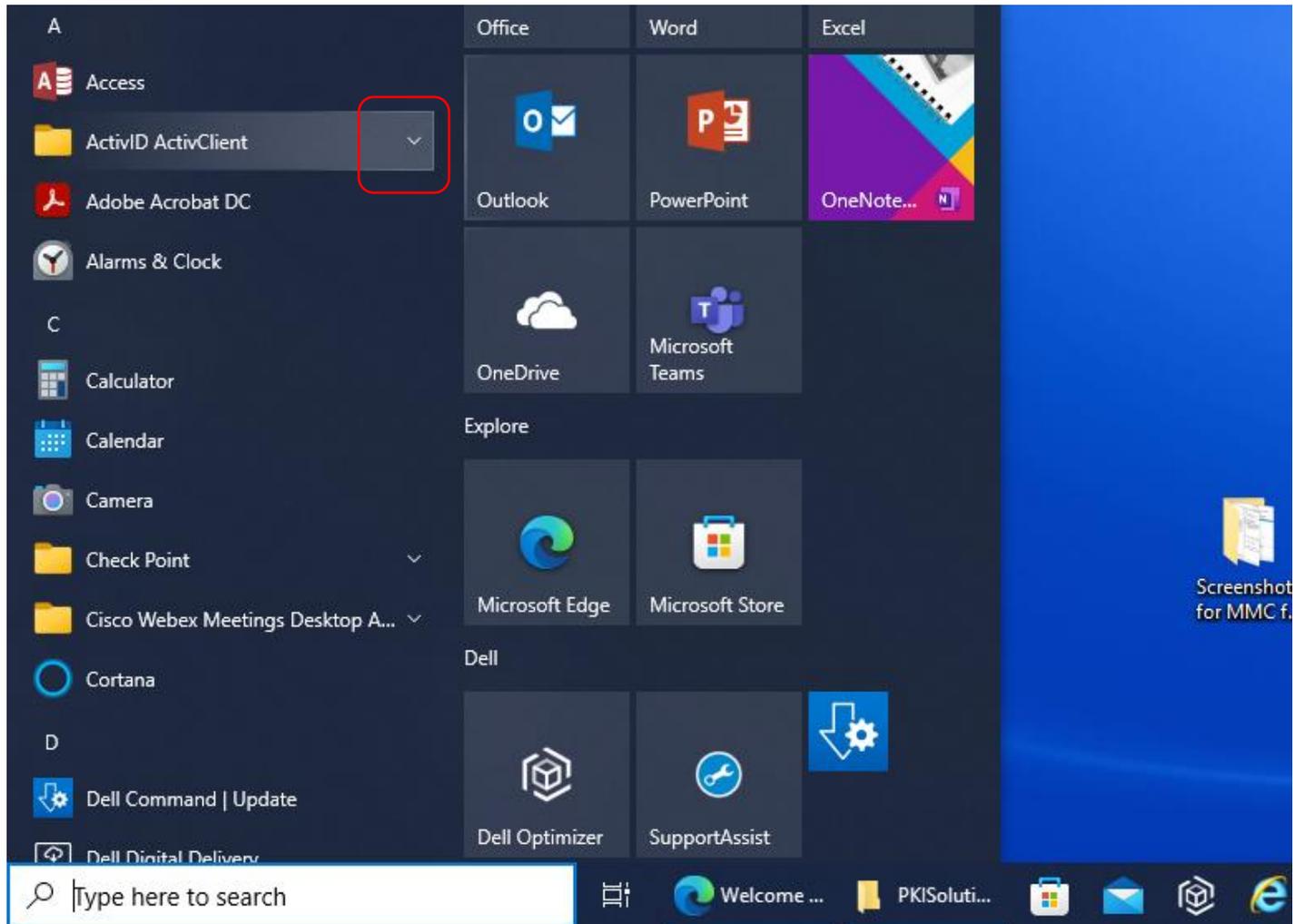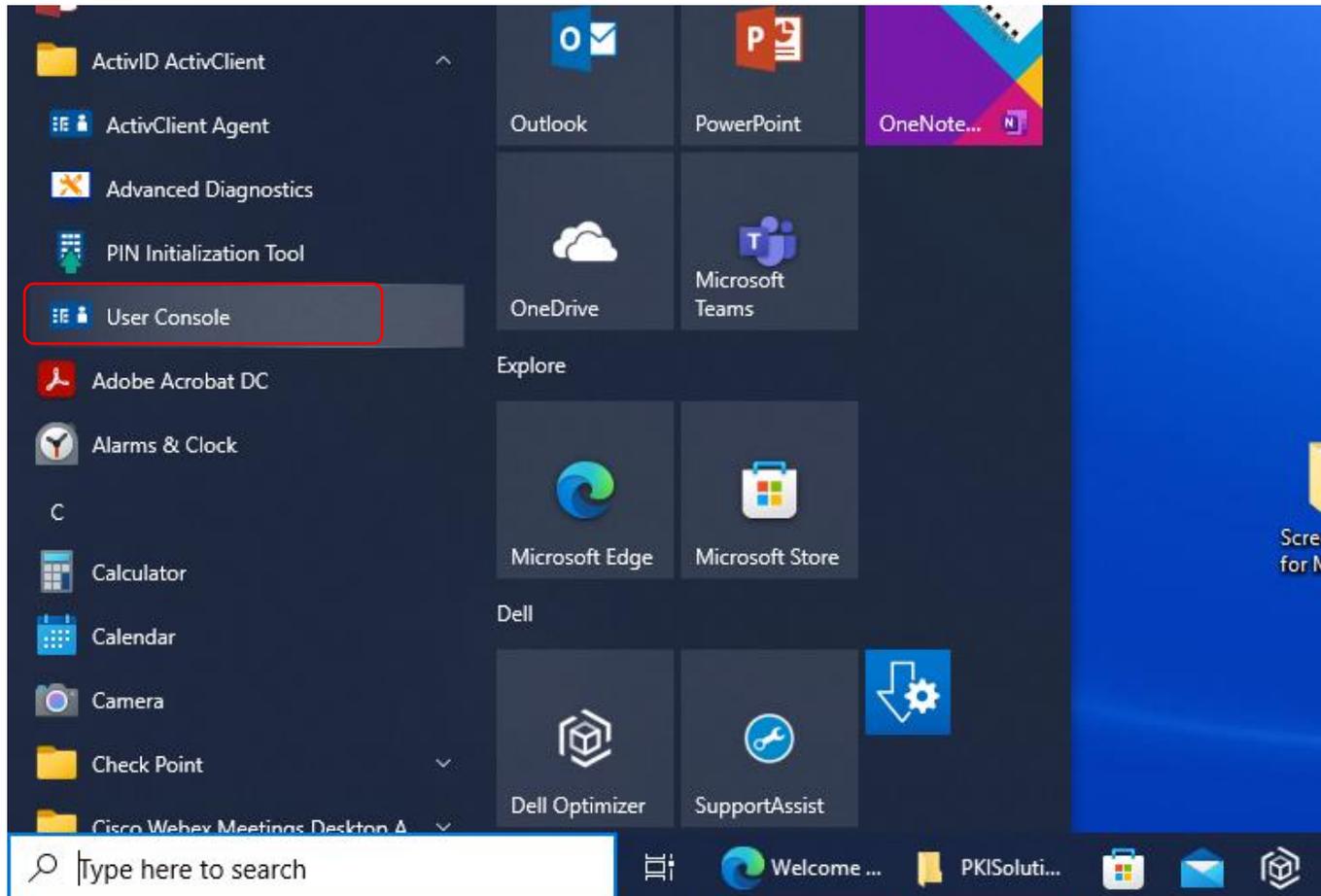1. Disconnect your smartcard/cryptotoken from your PC and re-connect it.

2. Click the left mouse button on your Start Menu to display the list of programs on your PC.
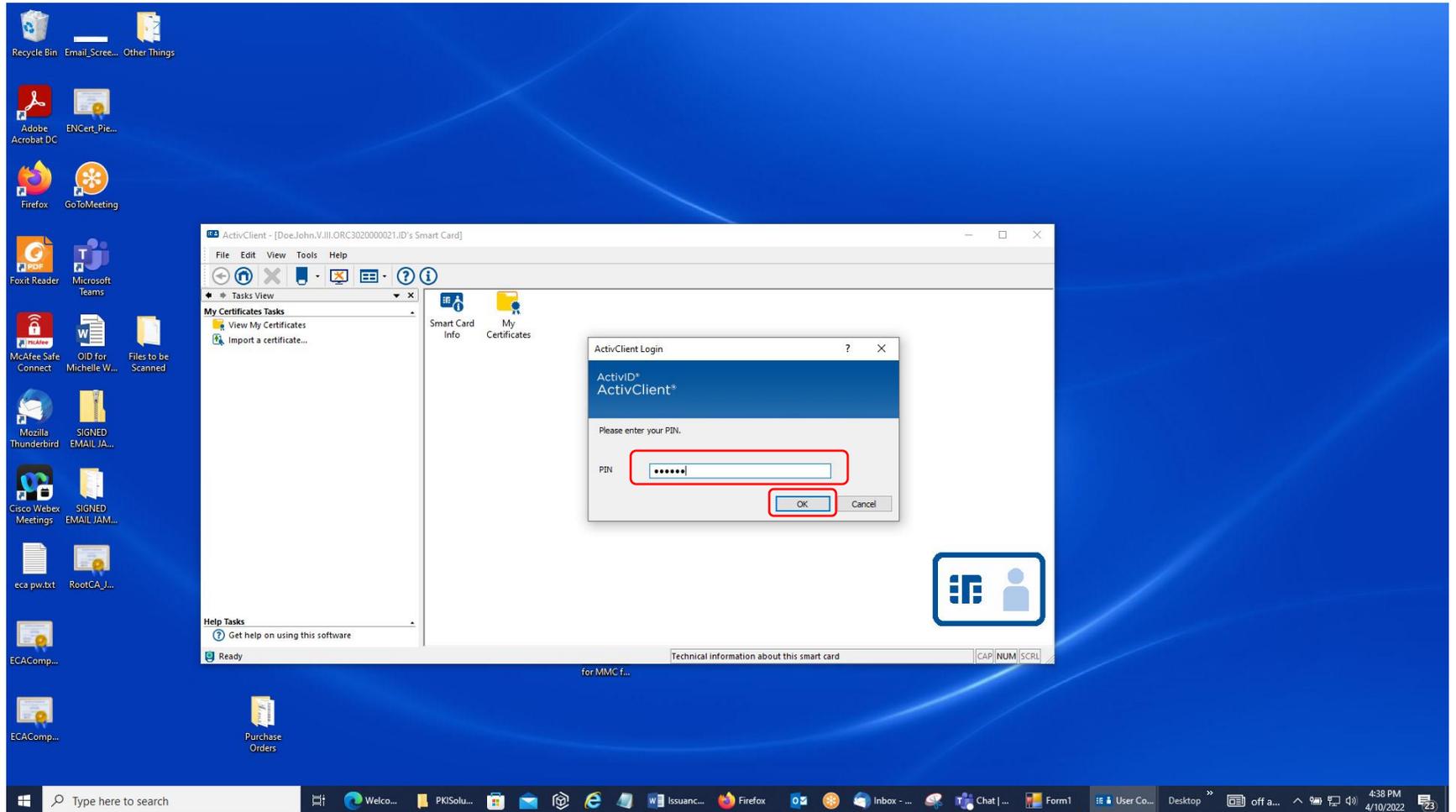
3. Click the left mouse button on the drop-down for ActivID ActivClient in the list.
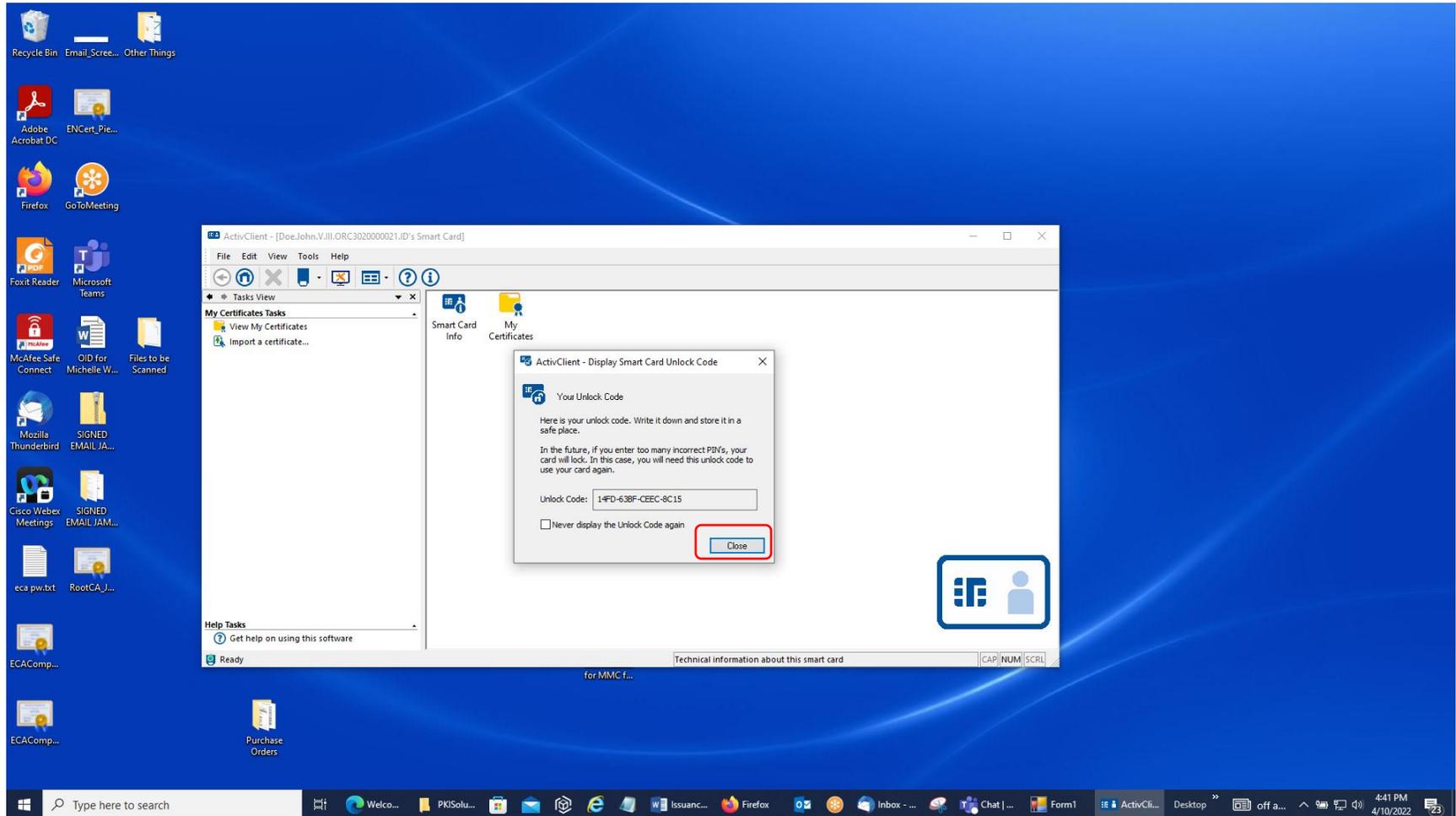
4. Then, click the left mouse button on ActivClient User Console. **NEVER CLICK ON PIN INITIALIZATION TOOL!!!!**

5. You will get the following screen. You may or may not be prompted for your PIN Code. If prompted for the PIN Code, type it in and click the 'OK' Button.

6. Click the 'Close' Button on ActivClient – Display Smart Card Unlock Code. If you were NOT prompted for the PIN Code in the previous step, then just jump to the next step.

7. Click the left mouse button on 'View My Certificates' in the left-hand pane of the ActivClient User Console Screen.
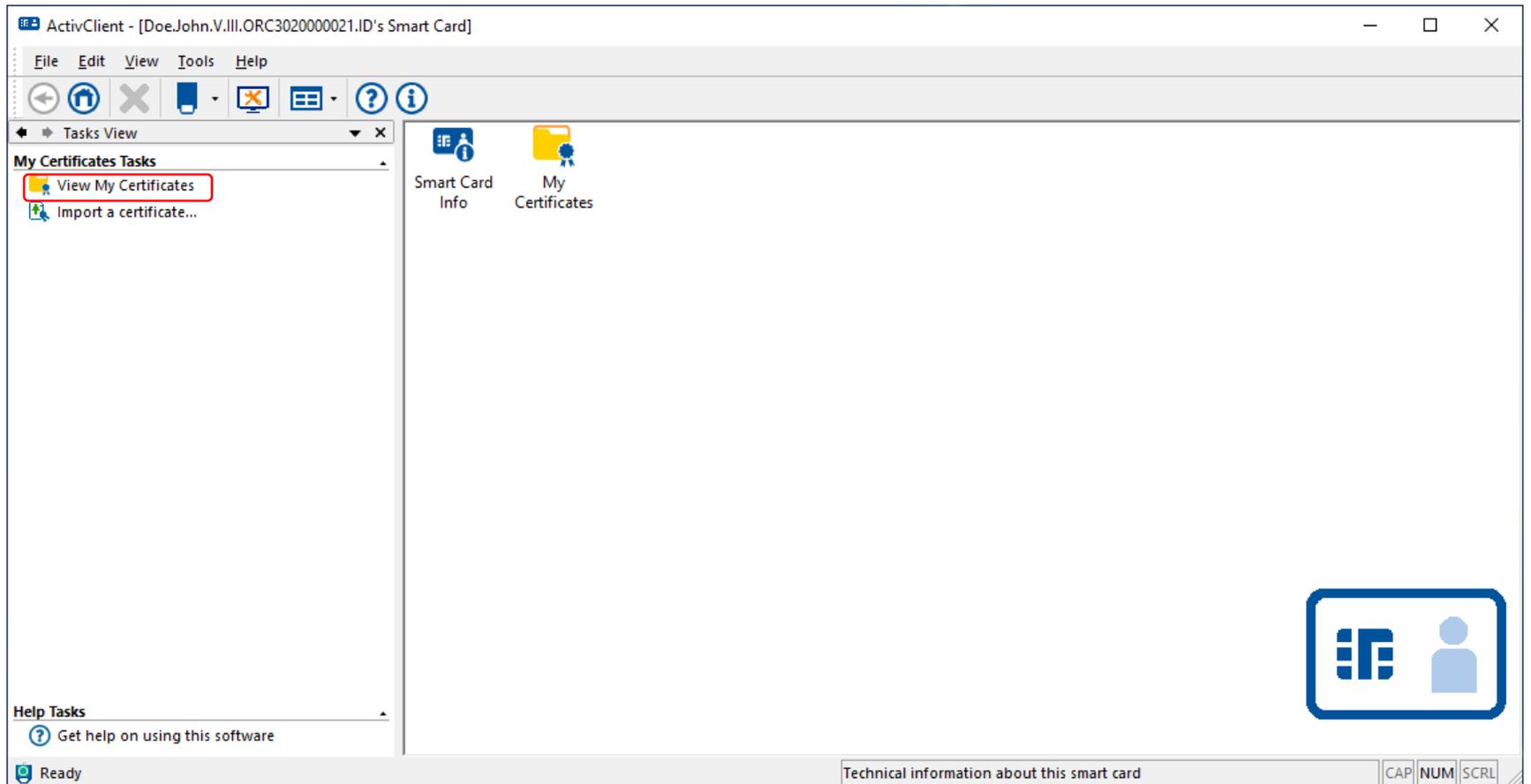
8. You should see two NEW Certificates within the 'My Certificates' Folder in the right-hand pane.
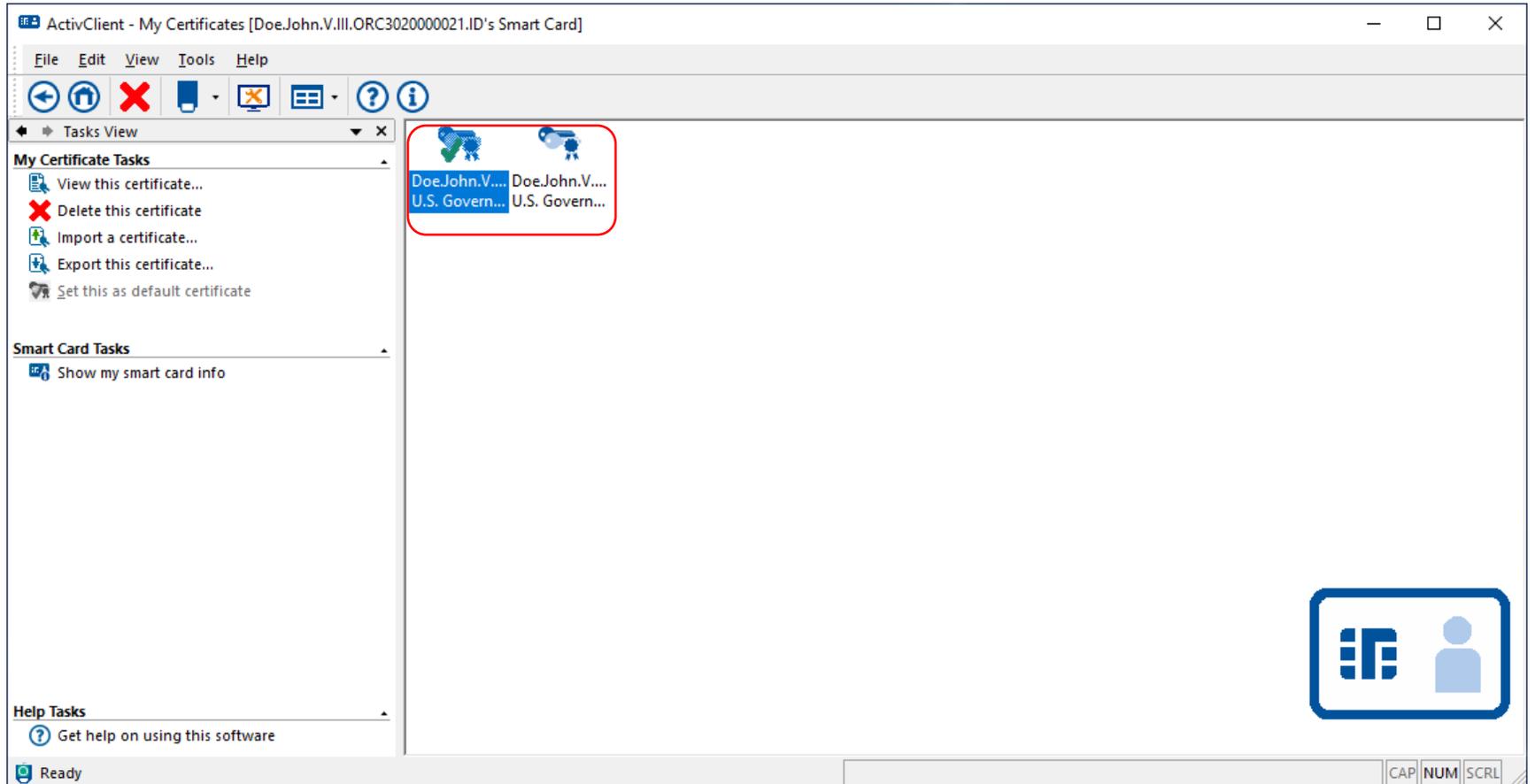
9. Click the right mouse button on the certificate with the green checkmark superimposed on the icon above it and click 'View this certificate.'

Your new identity certificate should be set as the default certificate, which you will verify on the next screen.
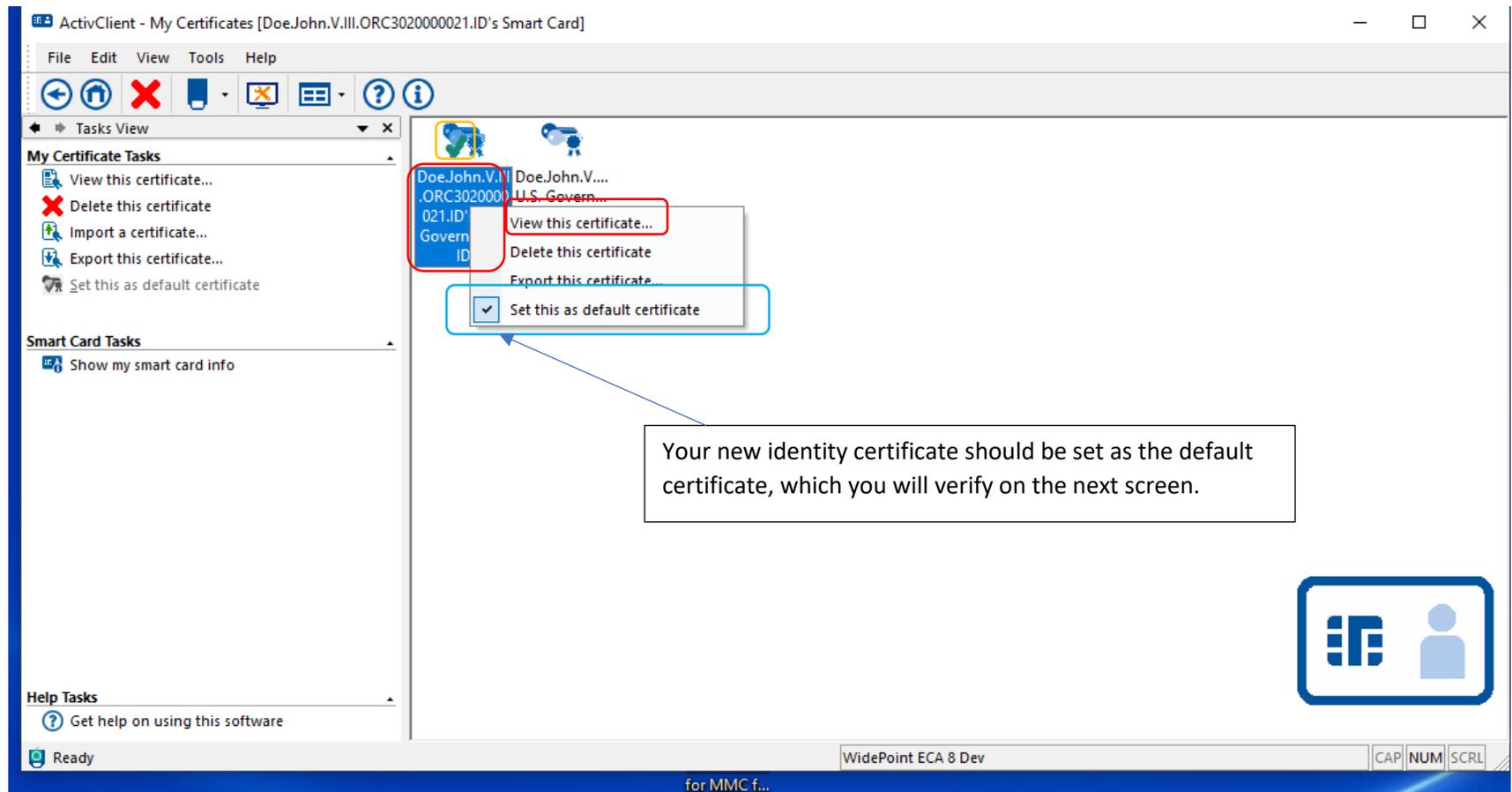
10. Your identity certificate should open in a new screen.

Certificate ✕

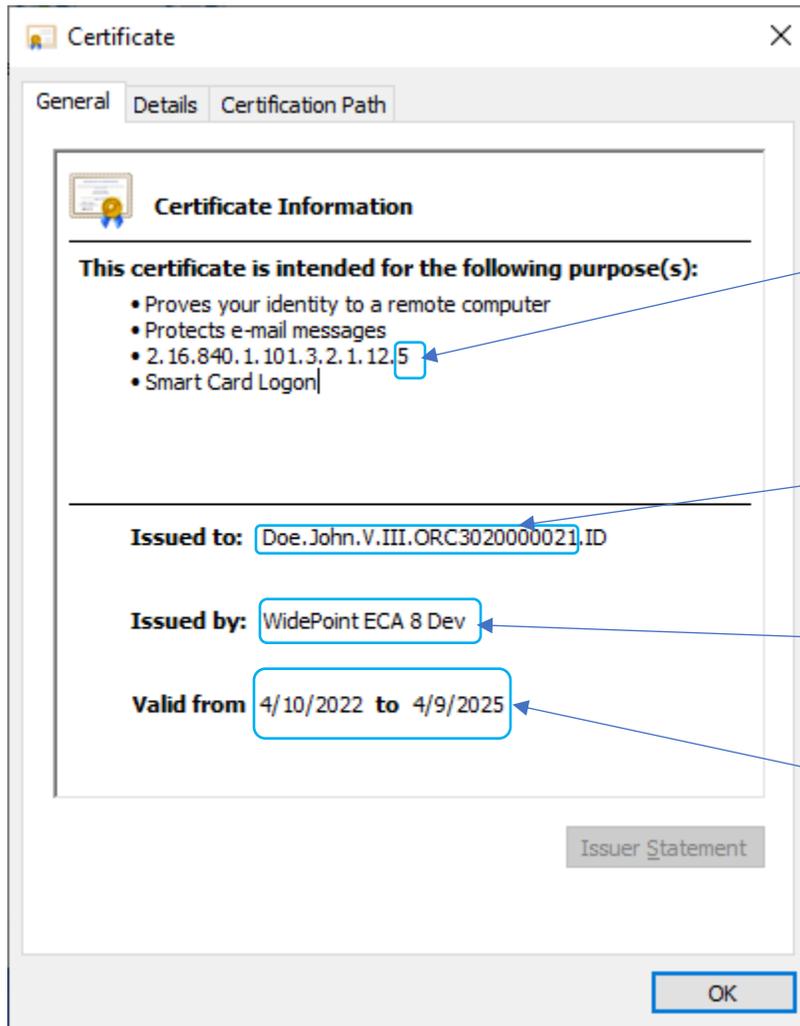General | Details | Certification Path

Certificate Information

This certificate is intended for the following purpose(s):
- Proves your identity to a remote computer
- Protects e-mail messages
- 2.16.840.1.101.3.2.1.12.5
- Smart Card Logon

Issued to: Doe.John.V.III.ORC3020000021.ID

Issued by: WidePoint ECA 8 Dev

Valid from 4/10/2022 **to** 4/9/2025

Issuer Statement

OK

If you got an ECA Medium Token Assurance Set of Certificates, then the last set of digits here will end in a '5.'
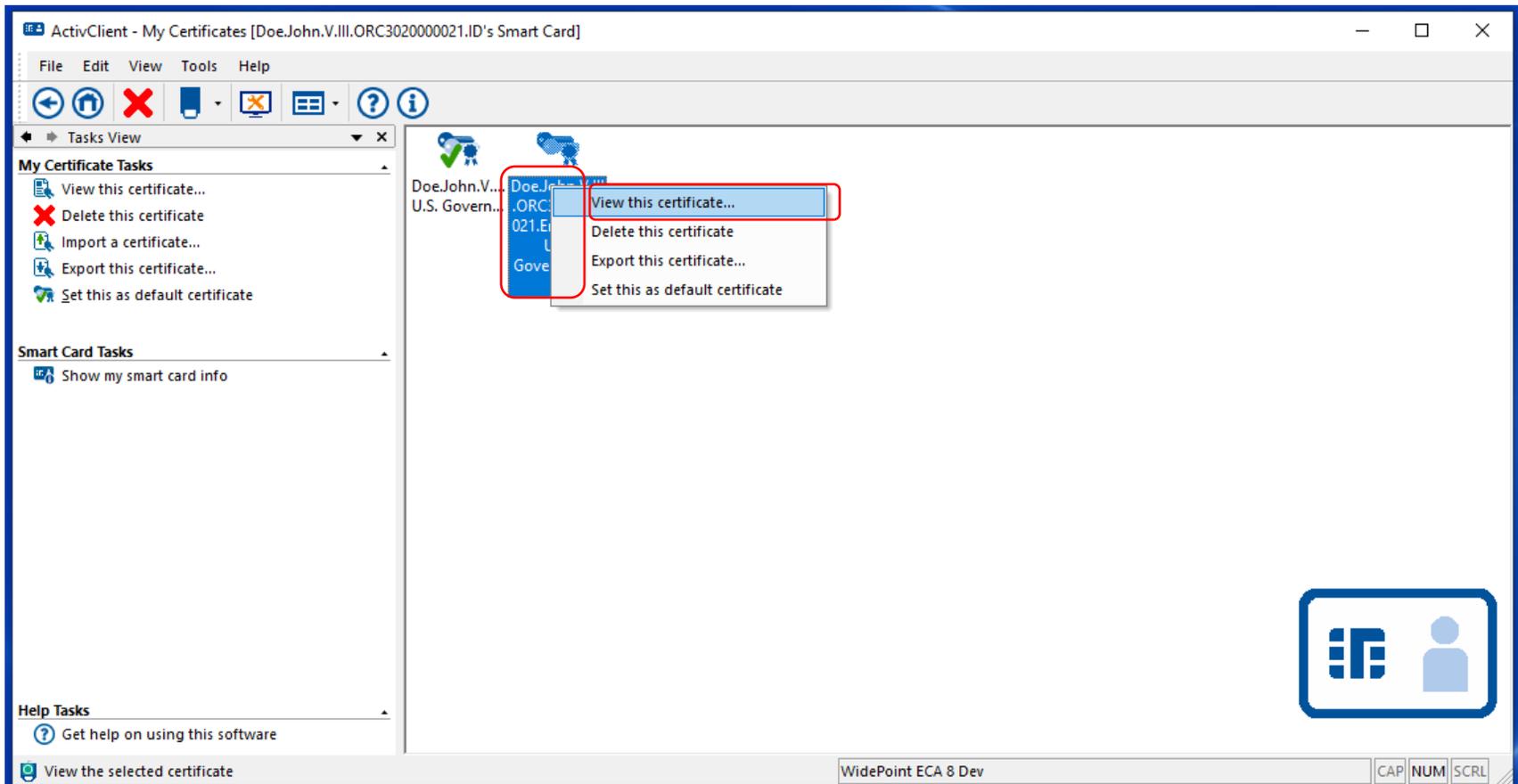
If you got an ECA Medium Hardware Assurance Set of Certificates, then the last set of digits here will end in a '10.'

Your certificate will have your name and your Unique IDentifier (UID) in front of the 'ID' Designator.
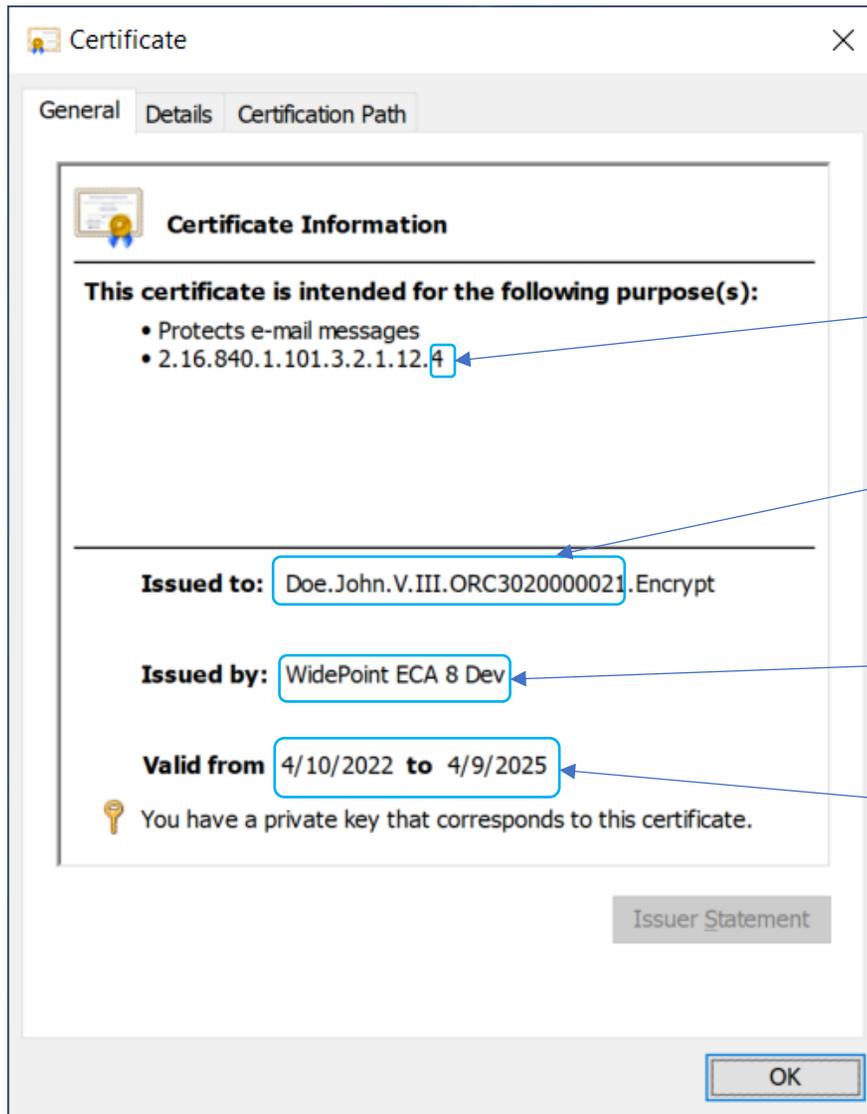
Your certificate will say Issued by WidePoint ECA 8 and **NOT** WidePoint ECA 8 **Dev**!

Your certificate will have your validity dates.

11. Now check the encryption certificate on your smartcard/cryptotoken. You can click the 'OK' Button on the previous screen. Then, click the right mouse button on the other NEW Certificate and select 'View this certificate.'

12. Your encryption certificate should open in a new screen.

The last set of digits will be a 4 regardless of which level of ECA Certificate you are getting.

Your certificate will have your name and your Unique IDentifier (UID) in front of the '.Encrypt' Designator.

Your certificate will say Issued by WidePoint ECA 8 and **NOT** WidePoint ECA 8 **Dev**!

Your certificate will have your validity dates.