



# proCertum CardManager

Version 1.59

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# 1. Introduction

proCertum CardManager software is deigned for managing profiles installed on a cryptoCertum card.

A user friendly interface makes it possible to generate PIN codes for certain certificates, delete certificates from a card by beginners on their own.

Main advantages:

- easy and intuitive handling of certificate profiles found on a cryptoCertum card;
- automatic identification of PCSC readers installed in the system;
- complete management of PIN codes of certificates installed on a card (PIN code amendment, new PIN code entry);
- independent deletion of a certificate from a cryptoCertum card;
- importing a non-qualified certificate onto a cryptoCertum card;
- registration of a certificate found on a cryptoCertum card in the user system;

# 2. Hardware and software requirements

Please find minimal hardware and software requirements enabling correct operation of **proCertum CardManager** application below:

- operating system Microsoft Windows 7/8/10;
- cryptographic card reader;
- cryptographic card;
- card reader drivers.

# 3. Installation process

To start installation of **proCertum CardManager** application click twice on installer icon.



After the installation starts, the language, in which the installation will be done, is to be selected.

proCertum CardManager - InstallShield Wizard <b>Wybierz język instalacji</b> Wybierz jeden z popierwch jezyków instalacji	I			×
ייי אטופי צ ופטפיר צ גטרווצצציטרו ופָּגאַגעייי ווויזינמומעןו.				
angielski polski				
InstallShield	< <u>W</u> stecz	<u>D</u> alej >	Anulu	ij

Figure 2: Window enabling the selection of the setup language

After the language is selected click Next > the opening window of the install creator starts.



Figure 3: Opening window of install creator

To continue the installation process click **Next >**. To cancel the installation process, click **Cancel**.

Dialog window will be displayed, confirming and checking if the installation of **proCertum CardManager** application should be cancelled.

Exit Setup	>	<
	Are you sure you want to cancel the setup?	
	<u>T</u> ak <u>N</u> ie	

Figure 4: Dialog window - Cancellation of the setup

After clicking Yes the installation will be canceled. To return to the main window of the installer click No.

Certum CardManager - InstallShield Wizard	×
License Agreement Please read the following license agreement carefully.	Z
proCertum CardManager software license	^
01-08-2017	
Preamble Read this software license agreement carefully before installing.	
By downloading the proCertum CardManager software	
I accept the terms of the license agreement     I do not accept the terms of the license agreement	Print
tallShield	

Figure 5: Installer window – License agreement

After you have clicked **Next >** read the license agreement in the installers window.

After you have read the conditions, you must click on **I agree to License agreement conditions** and then click on **Next >.** Otherwise (after choosing an option I **do not agree to License agreement conditions)** license terms and conditions will be refused and further installation will not be possible.

The next step will be the selection of the location, where the files of **proCertum CardManager** application should be installed. Defaults to: **C:\Program Files\Certum\proCertum CardManager**. After choosing of final destination, click **Next** >.

proCertum	CardManager - InstallShield Wizard	×
Choose D Select fo	Destination Location Ider where setup will install files.	Z
-	Install proCertum CardManager to: C:\Program Files (x86)\Certum\proCertum CardManager	<u>C</u> hange
InstallShield -	< <u>B</u> ack <u>Next</u> >	Cancel

Figure 6: Installer Window– Choose Destination Location

You can change the destination location. To do that, click **Change...** Regular window of Windows explorer will be invoked.

Choose Folder		×					
Please select the in	Please select the installation folder.						
Path:							
C:\Program Files (	(x86)\Certum\proCertum CardManager						
Directories:							
	Application Verifier	^					
	ASN.1 Editor						
> Asseco Poland SA							
> Bestia							
	Bit4Id						
>	Bonjour						
~	Certum						
	> SimplySign Desktop 🗸						
	OK Anuluj						

Figure 7: Dialog window - Select installation folder

To confirm the selection of proper folder, click **OK**. The button **Cancel** let you return to the window of application Choose Destination Location, without executing any changes.

After selecting destination folder and clicking on **Next** > install creator is ready for the installation of **proCertum CardManager** software. To get the installation process started click **Install**.

proCertum CardManager - InstallShield Wizard X	
Ready to Install the Program The wizard is ready to begin installation.	
Click Install to begin the installation.	
If you want to review or change any of your installation settings, dick Back. Click Cancel to exit the wizard.	
InstallShield	_
< <u>B</u> ack Install Cancel	

Figure 8: Installer window – Installation status

Installer starts copying process of application files.

proCertum CardManager - InstallShield Wizard	×
Setup Status	Z
The InstallShield Wizard is installing proCertum CardManager	
Installing	
C:\WINDOWS\system32\cryptoCertum3CSP.dll	
INSTAILSTIILIU	Cancel

Figure 9: Installer window –Setup status



Figure 10: Installer window – Installation process completed

Clicking **Finish** closes the install creator of **proCertum CardManager** application and finishes its installation.

# 4. Getting proCertum CardManager application started.

To get the **proCertum CardManager** application started select from the **Start** menu **Certum** →**proCertum CardManager**. The main window of **proCertum CardManager** application will be displayed then.

proCertum CardManager	— — X	
	proCertum CardManager	
Smart card reader name: ACS CCID USB Reader 0	Read card	
	Options <u>H</u> elp <u>A</u> bout <u>C</u> lose	

Figure 11: Main window of proCertum CardManager application

If there were more than one card readers installed on workstation, the user should select the proper reader first, which will cooperate with the program. To do that, select **the appropriate reader from the pull-down list**.

The button **Application info** enables checking the version number of the software, libraries used by **proCertum CardManager** as well as license.

proCert Card	tum Manager	
Application info		
File name	Version	^
proCertumCardManager.exe	3.5.1.188	
cryptoCertumScanner.exe	3.0.5.31	
proCertumDiagnostic.exe	3.0.5.30	
CertumCardService.exe	1.0.0.19	
crypto3CSP.dll	3.0.5.61	
crypto3PKCS.dll	3.0.5.63	
crypto3md.dll	1.0.1.0	
crypto35md.dll	1.3.7.0	
cryptoCertum3CSP.dll	3.0.5.59	
cryptoCertum3KSP.dll	3.0.5.59	
cryptoCertum3PKCS.dll	3.0.5.61	
cryptoCertum3PKCS32.dll	3.0.5.61	
cryptoUniPKCS.dll	3.0.0.12	
64-bit components:		
crypto3CSP.dll	3.2.5.61	
crypto3PKCS.dll	3.2.5.63	
crypto3md.dll	1.0.1.0	
orupto25md dll	1970	*
opyright (c) 2021, Certum www.certum.pl		
	Close	

Figure 12: Informing window of proCertum CardManager application

In order to exit proCertum CardManager application you should press button Close.

proCertum CardManager application enables managing profiles found on the chip card.

#### Note!

All the possible profiles, which can be found on the card, as well as all the possible options connected with the management of these profiles were discussed in the user guide. The availability of the profiles and the options depend on the kind of delivered card and the life cycle of the card. In practice, not all the described options will be available for the appropriate card.

To read the content from the card, click Read card.

🖻 proCertum CardManager — 🗆 X					×
		proCert	tum CardN	lanager	
Imart card reader name:       ACS CCID USB Reader 0         Imart card reader name:       Close card					
Card information Secure profile Common profile					
Card number: 4207 7716 6397 4528					
			<u>M</u> ore in	nfo >>	
	0.1	1 1	AL .		
	Options	<u>H</u> elp	<u>A</u> bout	Close	

Figure 13: Window of proCertum CardManager application with visible tabs of profiles

After the card was recognized, the number of the card and all the profiles found on the card are visible as active tabs. The button **More info >>** additionally displays a table with the list of the profiles and their versions.

proCertum CardN	Manager				_		×
				proCer	rtum CardM	lanager	
mart card reader name: ACS CCID USB Reader 0 Close card							
Card information	Secure profile	ommon profile					
Card number: 42	07 7716 6397 4528						
Available profiles:		1					
Profile name Secure profile	Version 2.1.0						
Common profile	3.1.0						
					<< <u>M</u> or	re info	]
			Options	<u>H</u> elp	<u>A</u> bout	<u>C</u> lose	

Figure 14: The tab after clicking on More information>>

The service of the appropriate profile is connected with choosing the tab which is corresponding to the profile. During the service, the program is using the file delivered with applications cooperating with this

profile. In case of luck of any of the files, the message informing about the name of the file required for correct working of the application will be displayed.



<b>Problem:</b> The card is in the reader but we receive following message:
proCertum CardManager ×
Smart card reader connection error
ОК
<b>Reason:</b> The card was not inserted correctly into the reader. <b>Solution:</b> Insert the chip card into the reader.

#### Note!

PIN/PUK term is being used in this Users guide. The PIN/PUK term means PIN/PUK for the card profile mentioned at that moment.

Each profile is separate from others and is protected with individual PIN and PUK code. Blocking of the PIN code or PUK code of one profile does not affect on the status of PIN codes and PUK codes of other profiles. Blocking of the PUK code of one profile is non reversible but it does not affect on other profiles.

#### Warning!

Three successive incorrect PIN entries will block the profile irreversibly.

PIN and PUK codes for the secure profile and Common profile should have minimum 6 marks. The exception is the PIN code for secure profile, which has to be composed of only digits.

#### Note!

It is recommended, that PIN and PUK codes should use standard ASCII codes between 32 and 127.

Standard ASCII codes between 32 and 127 are digits, capital letters and small letters of English alphabet as well as following marks: !"#\$%&'()\*+,-./:;<=>?@[\]^\_`{|}~.

The usage of non-standard marks (other than mentioned above, in particular polish diacritical marks) can affect the possibility of not verifying the entered code on the workstation under the control of other operating system or on the workstation with installed other codepage.

In case of entering non-standard codes, **proCertum CardManager** displays the message warning against possible consequences of this action.

### 4.1. Options

After pressing button **Options** button it will be displayed Panel which allows to control program options.

Following options are available:

#### Common profile options:

**Show 'Remove Certificate' button** – selecting this options will cause that in the tab common Profile will be visible **Remove certificate** allowing you to remove the selected certificate.

**Enable PIN cache for CSP-based applications** – selecting this option in CSP- based applications after the first providing of the correct PIN cache it will be automatically stored and used in subsequent attempts to use it without having to re-enter it by user.

**Driver** – defines what driver will be used in the system to communicate with the card's common profile. The following are available:

- Minidriver selecting this options will cause that the minidriver to be used as the default driver
- **CSP** selecting this options will cause that the CSP driver to be used as the default driver

<u>Computer restart</u> is required after driver change.

### Secure profile options:

**Show 'Remove Certificate' button** – selecting this options will cause that in the tab common Profile will be visible **Remove certificate** allowing you to remove the selected certificate.

**Enable PIN cache for CSP-based applications** - selecting this option **in CSP- based applications** after the first providing of the correct PIN cache it will be automatically stored and used in subsequent attempts to use it without having to re-enter it by user.

Options for storing the PIN cache is **enabled** by default. Whereas the options for deleting certificates are **disabled** by default. This means that the user who wants to delete the certificate will have firstly to turn on the appropriate option.

In addition, there is an option to determine whether the application should check for a new version during startup.

Options	×
Common profile options	_
▼ Show 'Remove Certificate' button	
✓ Enable PIN cache for CSP-based applications	
Driver :	
<ul> <li>Minidriver ( recommended )</li> </ul>	
O CSP	
(Computer restart required after driver change)	
Secure profile options Show 'Remove Certificate' button Enable PIN cache for CSP-based applications	
Check updates on application startup.	
<u>k</u>	

Figure 15: Options

# 5. Secure profile

If you want to manage a profile for qualified certificates select tab **Secure Profile.** As a result a window informing about the chosen card profile and a certificate list located on this profile will be displayed.

proCertum CardManager			- 🗆 X
		proCe	rtum CardManager
Smart card reader name: ACS CCI	D USB Reader 0		Close card
Card information 🚺 Secure pro	file 🛛 🐻 Common profile		1
	PIN and PUK		C <u>h</u> ange PIN
3	PIN status:	Set new PIN	R <u>e</u> set PIN
-3	PUK status:	ОК	Change PUK
	Certificate list	Import certificate	
J.		No certificates	
		Options <u>H</u> elp	About Close

Figure 16: The tab of the Secure profile

# 5.1. Generating a new PIN code for the Secure card profile

Defining a new PIN code is certainly required for the correct usage of the card. During the first start of the **proCertum CardManager** application with a new card, it is required to define a new PIN code.

To generate a new PIN code click on **New PIN**. The following window will appear:

💷 proCertum CardManager					
······	Reset PIN for 'Secure profile'				
PUK:					
New PIN:					
Confirm PIN:					
	<u>O</u> k <u>C</u> ancel				

Figure 17: Dialog window – Generating a new PIN code for the Secure profile

The user will be asked to enter the PUK code and to define a new PIN code. Furthermore the user will be asked to confirm the entered code. To confirm the entered PIN click **OK**. To quit from generating new PIN code and to save previous settings click **Cancel**. The **proCertum CardManager** application will confirm the correctness of entered data.

proCertum	proCertum CardManager				
1	PIN reset operation successfull				
	ОК				

Figure 18: Window informing about the accomplishment of the operation of generating the new PIN code.

### 5.2. Changing the PIN code for the Secure profile

To change the PIN code, select Change PIN. Following window should appear:

💷 proCertum (	💷 proCertum CardManager					
	PIN change for 'Secure profile'					
Old PIN:						
New PIN: Confirm PIN:						
	<u>Q</u> k <u>C</u> ancel					

Figure 19: Dialog window – Changing the PIN code for the Secure profile

You will be asked to enter the old PIN code and to enter the new one. You will be also asked to confirm the entered code. To accept entered PIN click OK. If you want to quit and save previous settings, click **Cancel**. The **proCertum CardManager** will confirm the correctness of executed changes.



Figure 20: Window informing about successful operation of changing the PIN code

### 5.3. Changing the PUK code for the Secure profile

To change the PUK code, click Change PUK. The following window will appear:

📼 proCertum CardManager					
	PUK change for 'Secure profile'				
Old PUK:					
New PUK sh New PUK:	ould be 6 to 8 characters long				
Contim PUK		-1			
	<u>O</u> k <u>C</u> ancel				

Figure 21: Dialog window – Changing the PUK code for the Secure profile

You will be asked to enter the old PUK code and to enter the new one. You will be also asked to confirm the entered code. To accept the entered PIN code click **OK**. If you want to quit and save previous settings, click **Cancel**. The **proCertum CardManager** will confirm the correctness of executed changes.



Figure 22: Window informing about completed operation of generating new PUK code

### 5.4. Saving the certificates for the Secure profile

If already generated private key is found in the Secure profile, it is possible to save the certificate with the public key fitting to the mentioned private key to this profile. To commit this action click **Save certificate**. The window enabling saving certificate to Secure profile will appear.

in Cardivianager		~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~			
Certificate import					
a:					
		Browse			
Enter PIN and press	'Ok' to import certifica	ate			
PIN:					
	<u>O</u> k	<u>C</u> ancel			
	Ce a: Enter PIN and press PIN:	Certificate import			

Figure 23: Dialog window - Saving certificate to the secure profile

After selecting the file (operated formats: .cer, .der), entering correct PIN code and clicking on **OK**, the certificate will be saved to the secure profile.

### 5.5. Removing the certificate from the Secure profile

To remove certificate, select the required certificate from the **Certificates List** and then click on **Remove certificate**. The following window will appear:

💷 proCertum CardMa	inager	$\times$
<b>E</b>	Certificate and private key removal from 'Secure profile'	
	Warning! Certificate removal is irreversible operation! Key pair corresponding to the certificate will be removed too Card removal during the operation can cause irreversible data loss	
Certificate data:		
Owner:	Adam Nowak	
Issuer:	Certum QCA 2017	
Validity period:	2020-02-25 - 2021-02-24	
Enter PIN	and press 'Ok' to remove certificate and key pair	
	PIN: <u>O</u> k <u>C</u> ancel	

Figure 24: Dialog window - Removing the certificate and the private key from the secure profile

Enter the PIN code in the PIN field and confirm removing the certificate by clicking **OK**. To quit from removing the certificate, click on **Cancel**. The **proCertum CardManager** application will confirm the correctness of committed changes.



Figure 25: Window informing about completed operation of removing certificate

#### Warning!

Operation of removing certificate is irreversible! The pair of keys corresponding to the certificate will be removed too. Second installation of certificate can be performed by Certification Authority.

### 5.6. Certificate registration from the Secure profile

Certificate registration is possible, when the component and **cryptoCertumCSP** library component was installed on the workstation. These components are installed automatically during the standard registration.

To register certificates, click **Register** certificates. The **proCertum CardManager** application confirms completed operation of the registration.



Figure 26: Window informing about completed operation of the certificate registration.

#### Note!

The above procedure registers all the certificates found on the card in the operating system Windows system. Therefore all the certificates saved on the card can be visible for example in mail programs of the operating system Windows.

### 5.7. Reviewing certificate details from the Secure profile

For detailed description of the certificate select the certificate from the **Certificates list** and then click on **Show certificate details.** The window with the following three tabs will appear:

- General;
- Details;
- Certification path.

<u>,</u>	oroCe	ertum Card	Mana	iger				×
Og	ólne	Szczegóły	Ście	żka certyf	ikacji			
		Inform	acje	o certyfi	kacie			
	Ter	certyfika	t jest	przezna	czony do:			
		• 0.4.0.19 • 1.2.616. • Wszystki	4112. 1.113 e zasa	1.2 527.2.4.1 ady aplikad	. 12. 1 ji			
	* W	ięcej informa	acji mo	ożna znale	źć w oświad	dczeniu urzędu ce	ertyfikacji.	
	Wy	stawiony d	lla:	Adam N	owak			
	Wy	stawiony p	orzez	: Certum (	QCA 2017			
	Wa	żny od 25.	02.20	020 <b>do</b> 2	4.02.2021			
			<u>Z</u> ain	nstaluj ceri	tyfikat	<u>O</u> świadczenie	wystawcy	
							ОК	

Figure 27: Dialog window – Information about certificate

To become familiar with the individual data, click the proper tab.

# 6. Common profile

To manage a profile for non-qualified certificates, select the **Common Profile** tab. As a result of this action, the window informing about chosen card profile and certificate list available on this profile will be shown.

proCertum CardManager				_		×
			proCert	tum CardN	lanager	
Smart card reader name: ACS CC	ID USB Reader 0				Close car	
Card information	file 🔯 Common profile					
	PIN and PUK			C <u>h</u> ar	nge PIN	
	PIN status:	ок		Res	et PIN	
_	PUK status:	ок		Char	ige PUK	
	Certificate list			I <u>m</u> port cer	tificate	
		No	certificates			
		Options	Help	<u>A</u> bout	<u>C</u> lose	

Figure 28: Tab of the Common profile

# 6.1. Common profile initialization

### Note!

User usually receives card with already initialized profiles. Therefore the user does not have to initialize the profiles.

Chip card can be also delivered with non-initialized profile. It means that the tab with the name of the profile will appear in the main window of **proCertum CardManager** application. The profiles can be non-initialized aside from the others.

When the profile is non-initialized, it means that it is empty and there were no PIN or PUK codes defined for this profile.

Non-initialized profile cannot be used (you cannot for example generate a pair of keys or save certificate). During the initialization process the user defines PIN and PUK codes for the profile. Applications supporting operation of cryptographic cards do not detect non-initialized profile.

To initialize the profile, click **Initialize profile** and then define a new PUK and a new PIN code. You will be asked each time to confirm the entered code. To accept changes click **OK**. After initialization of the profile it is ready to work.

#### Warning!

Second initialization of the profile is impossible. It is not also possible to restore the status to the status before the initialization.

proCertum CardManager				_		×
			proCer	rtum CardN	lanager	
Smart card reader name: ACS CC	D USB Reader 0			<b>_</b>	Close carg	1
Card information	file 🔞 C <u>o</u> mmon profile					
J. K.		Common profile has	s been not initialize	d yet		
		Options	<u>H</u> elp	<u>A</u> bout	<u>C</u> lose	

Figure 29: Tab of Common profile – non-initialized profile

proCertum	CardManager X
	Common profile initialization
New PUK n	equires 4 to 8 characters
New PUK:	
Confirm PU	К:
New PIN re	quires 4 to 8 characters
New PIN:	
Confirm PIN	:
	<u>O</u> k <u>C</u> ancel

Figure 30: Dialog window –Common profile initialization

# 6.2. Generating a new PIN code for the Common profile

To generate a new PIN code, click on New PIN. The following window will appear:

proCertum CardManager		
	Reset PIN for 'Common profile'	_
PUK:		
New PIN req	uires 4 to 8 characters	
Confirm PIN:		1
	<u>O</u> k <u>C</u> ancel	

Figure 31: Dialog window – Generating a new PIN code for the Common profile

The user will be asked to enter the PUK code and to define a new PIN code. Furthermore the user will be asked to confirm the entered code. To confirm the entered PIN click **OK**. To quit from generating new PIN code and to save previous settings click **Cancel**. The **proCertum CardManager** application will confirm the correctness of entered data.



Figure 32: Window informing about successful operation of generating the new PIN code

### 6.3. Changing the PIN code for the Common profile

To change the PIN code, click **Change PIN**. The following window will appear:

proCertum Care	dManager X
	PIN change for 'Common profile'
Old PIN:	I
New PIN require	es 4 to 8 characters
New PIN:	
Confirm PIN:	
	<u>Ok</u> <u>C</u> ancel

Figure 33: Dialog window - Changing the PIN code for the Common profile

You will be asked to enter the old PIN code and to enter the new one. You will be also asked to confirm the entered code. To accept the entered PIN click **OK**. If you want to quit, click **Cancel**. The **proCertum CardManager** will confirm the correctness of executed changes.

proCertun	n CardManager	×
i	PIN change operation successfull	
	ОК	

Figure 34: Window informing about successful operation of generating the new PIN code

### 6.4. Changing the PUK code for the Common profile

To change the PUK code, click Change PUK. The following window will appear:

💷 proCertum Car	dManager X
······	PUK change for 'Common profile'
Old PUK:	I
New PUK requi	ires 4 to 8 characters
New PUK:	
Confirm PUK:	
	<u>O</u> k <u>C</u> ancel

Figure 35: Dialog window- Changing the PUK code for the Common profile

You will be asked to enter the old PUK code and to enter the new one. You will be also asked to confirm the entered code. To accept the entered PIN code, click **OK**. If you want to quit and save previous settings, click **Cancel**. The **proCertum CardManager** will confirm the correctness of executed changes.

proCertum	n CardManager	×
1	PUK change operation successfull	
	ОК	]

Figure 36: Window informing about successful operation of generating the new PUK code

### 6.5. Removing the certificate from the Common profile

To remove certificate, select the required certificate from the **Certificate List** and then click **Remove certificate**. The following window will appear

proCertum CardM	lanager X
Ĩ0	Certificate and private key removal from 'Commnon profile'
	Warning! Certificate removal is irreversible operation! Key pair corresponding to the certificate will be removed too Card removal during the operation can cause irreversible data loss
Certificate data:	
Owner:	USER1
Issuer:	SUB CA
Validity period:	2020-11-13 - 2022-11-14
Enter PI	N and press 'Ok' to remove certificate and key pair
	PIN:
	<u>Ok</u> <u>C</u> ancel

Figure 37: Dialog window – Certificate and private key removal from the Common profile

Enter the PIN code in the PIN field and confirm removing the certificate by clicking **OK**. To quit from removing the certificate, click **Cancel.** The **proCertum CardManager** application will confirm the correctness of committed changes.



Figure 38: Window informing about completed operation of removing certificate

#### Warning!

Operation of removing the certificate is irreversible! The pair of keys corresponding to the certificate will be removed too. Second installation of certificate can be performed by Certification Authority.

### 6.6. Certificate registration from the Common profile

Certificates from common profile are installed automatically after insert card to the card reader.

# 6.7. Certificate details from the Common profile

For detailed description of the certificate select the certificate from the **Certificate list** and then click **Show certificate details**. The window with the following three tabs will appear:

- General;
- Details;
- Certification path.

🗾 proCertum CardManager	×
Ogólne Szczegóły Ścieżka certyfikacji	
Informacje o certyfikacie	
Ten certyfikat jest przeznaczony do:	
<ul> <li>Gwarantuje, że oprogramowanie pochodzi od wydawcy oprogramowania</li> </ul>	
Chroni oprogramowanie przed zmianą po opublikowaniu	
• 2.23.140.1.3 • 1.2.616.1.113527.2.5.1.7	
* Więcej informacji można znaleźć w oświadczeniu urzędu certyfikacji.	
Wystawiony dla: Asseco Data Systems S.A.	
Wystawiony przez: Certum Extended Validation Code Signing CA SHA2	
Ważny od 31.07.2020 do 31.07.2023	
Zainstaluj certyfikat Oświadczenie wystawcy	
ОК	

Figure 39: Dialog window – Information about certificate

To become familiar with the individual data, click on the proper tab.

# 6.8. Import of the certificate with private key to the Common profile

To import the certificate with private key, click Import certificate. The following window should appear:

💷 proCei	tum CardManager	×
E/	Certificate import to 'Common profile'	
Certificate	data:	
File:	Browse	
r	Enter PIN and press 'Ok' to import certificate	
	PIN:	
	<u>Ok</u> <u>C</u> anc	el

Figure 40: Dialog window - Details of the certificates imported to the Common Profile

You should enter here the localization of certificate in the file with the extension .pfx lub .p12.

Choose certificate file				×
← → • ↑ 🔒 « Da	ane (D:) > Certificate	ٽ ~	Przeszukaj: Certificate	Q
Organizuj 👻 Nowy fo	older			
Ten komputer	Nazwa		Data modyfikacji	Тур
🔮 Dokumenty	🏂 certificate.pfx		13.11.2020 11:31	Wymiana info
👌 Muzyka				
🧊 Obiekty 3D				
💽 Obrazy				
🕂 Pobrane				
🛄 Pulpit				
📑 Wideo				
🏪 Dysk lokalny (C				
👝 Dane (D:)				
🗙 programy (\\sz				
💣 Sieć 🗸 🗸 🗸	<			>
Nazw	va pliku: certificate.pfx	~	Certificate (*.p12,*.pfx,	*.crt,*.ce ∨
			<u>O</u> twórz   <del>▼</del>	Anuluj

Figure 41: Dialog Window - Selection of the file with the certificate

proCertum CardM	lanager	×
E.	Certificate import to 'Common profile'	
Certificate data:		
File: D:\Certific	cate\certificate.pfx Browse	
Certificate password:		
Enter P	'IN and press 'Ok' to import certificate	
	PIN:	
	<u>O</u> k <u>C</u> ance	el

Figure 42: Dialog Window – Entering file password and PIN code

Furthermore the user should enter password protecting the private key and the PIN code. To accept the operation, click **OK**.

In order to quite from the procedure of import the certificate, click **Cancel**. The imported certificate will be available at **Certificate list**.

### 6.9. Import of the certificate with public key to the Common profile

To import the certificate with public key, click Import certificate. The following window should appear:

📼 proCer	tum CardManager		×
E'		Certificate impo to 'Common profi	rt ile'
Certificate	data:		
File:			Browse
	Enter PIN and pr	ress 'Ok' to import cer	tificate
	PIN:		
		<u>O</u> k	<u>C</u> ancel

Figure 43: Dialog window - Details of the certificates imported to the Common Profile

You should enter here the localization of certificate in the file with the extension .cer, .der, .crt.

Choose certificate file						
← → • ↑ <mark> </mark> «	Dane (D:) > certyfikat	√ Ū	Przeszukaj: certyfikat	Q		
Organizuj 👻 Nowy	folder					
Ten komputer 🔷	Nazwa		Data modyfikacji	Тур		
Dokumenty	🔄 certyfikat.der		13.11.2020 11:31	Certyfikat zab		
👌 Muzyka						
🗊 Obiekty 3D						
Cbrazy						
🕂 Pobrane						
Pulpit						
😽 Wideo						
🏪 Dysk lokalny (C						
Dane (D:)						
🗙 programy (\\sz						
💣 Sieć 🗸 🗸	<			>		
<u>N</u> az	zwa pliku: certyfikat.der	~	Certificate (*.p12,*.pfx <u>O</u> twórz ▼	ç*.crt,*.ce ∨ Anuluj		

Figure 44: Dialog window – Selection of the file with the certificate

💷 proCe	ertum CardManager	×			
E	Certificate import to 'Common profile'				
Certificate	Certificate data:				
File:	D:\Certificate\certificate.cer Browse				
Enter PIN and press 'Ok' to import certificate					
	PIN:				
	<u>O</u> k <u>C</u> anc	el			

Figure 45: Dialog window – Selection of the file with the certificate

Furthermore the user should enter the PIN code. To accept the operation, click **OK**. In order to quite from the procedure of import the certificate, click **Cancel**. The imported certificate will be available at **Certificate list**.

### Warning!

If no corresponding private key is found in the card's Common profile for the indicated certificate, the application will display the following message:



Figure 46: Dialog window – Corresponding private key cannot be found

#### Warning!

If corresponding private key, already related to the certificate on the card, is found in the card's Common profile for the indicated certificate, the application will attempt to overwrite the certificate on the card. Appropriate question will be displayed before the attempt:



Figure 47: Dialog window - Certificate overwrite question

After overwriting is approved, the previous certificate will be removed and a certificate indicated by the user will be imported in its place.

# 7. CryptoCertum Scanner

To get the CryptoCertum CardManager applications started please select from the Start menu CryptoCertum Scanner. It will be displayed in tray.



Figure 48: CryptoCertum Scanner in tray

To configure **CryptoCertum CardManager** click icon using right mouse button. 5 options will be displayed then:

- **Run proCertum CardManager** selecting this option will cause installing of program proCertum CardManager.
- **Register qualified certificates** selecting this option will cause automatic certificate's registration from Secure profile after inserting a card. Certificate will be installed in the Windows certificate storage.
- Check expiration date of qualified certificates selecting this option will cause proof of expiration data of qualified certificates.
- Autorun after logon selecting this option will cause application start after second system login or second profile login.
- **Close** this option closes application.



Figure 49: CryptoCertum Scanner - options



Figure 50: CryptoCertum Scanner - information about certificates registration

# 8. proCertum Diagnostic

To start the **proCertum Diagnostic** application from the **Start** menu, select **Certum**  $\rightarrow$  **proCertum Diagnostic**. After selecting this option the application window will open.

Q	proCertum Diagnostic v.3.0.5.27		×
	Insert smartcard in the reader and click 'Create report'	Create report	
			^
	<	>	Ť
		Save report	
	Copyright (c) 2020, Certum		

Figure 51: proCertum Diagnostic window

To generate a report, click the **Create report** button. After clicking the button the report contents will be displayed in the **proCertum Diagnostic** application window.

Q proCertum Diagnostic v.3.0.5.27				:	
	Report has been created		Create report		
	64-bit components:			~	
	crypto3PKCS.dll	3.2.5.60			
	crypto3CSP.dll	3.2.5.60			
	crypto3md.dll	1.0.1.0			
	crypto35md.dll	1.3.6.0			
	cryptoCertum3PKCS.dll	3.2.5.59			
	cryptoCertum3PKCS64.dll	3.2.5.59			
	cryptoCertum3CSP.dll	3.2.5.59			
	cryptoCertum3KSP.dll	3.2.5.59			
	cryptoUniPKCS.dli	3.2.0.12			
	temporary components:				
	cryptoCertum3PKCS dll	0002			
	cryptoCertum3PKCS-64 dll	0.0.0.2			
	End of installed files list	0.0.0.2			
	PS/SC smartcard readers	list:			
1. ACS CCID USB Reader 0					
Current smartcard reader status: CHANGED, EMPTY					
	End of PS/SC smartcard r	eaders list			
	*** End of report				
	<u>`</u>		2		
			Save report		
	Copyright (c) 2020, Certur	1			
		-			

Figure 52: Report generated in proCertum Diagnostic

The generated report can also be saved to a "txt" file by clicking the **Save report** button. After clicking the button a dialog window will display, where you should indicate the target directory and the report file name.

Q Zapisz raport jako				
← → × ↑ 🕹 > Ten komputer > Pobrane 🗸 ै	Przeszukaj: Pobrane 🔎			
Organizuj 👻 Nowy folder	⊾ - ()			
✓       Ten komputer       Žadne elementy nie pasują do kryt         >       Dokumenty          >       Muzyka          >       Obiekty 3D          >       Obrazy          >       Pobrane          >       Wideo	eriów wyszukiwania.			
> 🟪 Dysk lokalny (C 🗸				
Nazwa pliku: Zapisz jako <u>t</u> yp: Plik tekstowy (*.txt)	~ ~			
∧ Ukryj foldery	Zapisz Anuluj			

Figure 53: Dialog window - save report

# 9. Certum CardService

Along with the package, the Certum CardService application is installed, which allows you to install the qualified certificate issued by Certum, on the website, directly from your account.

📑 Certum CardSer	vice	×	
	Certum CardService		
Certum CardService v	.1.0.0.19		
Settings			
Open log	gs folder		
Delete logs older than: 7 🖨 days			
Proxy			
Use proxy server			
Adress:	Port: 0		
User:	Passwo		
	Apply		
	Close	;	

Figure 54: Certum CardService options

# **10.** Information about actualization

In **proCentrum CardManager** application there is a mechanism that informs about **new version of application**. This mechanism starts when the application is opened. When the new version is available the following information will be shown:

proCertun	n CardManager	$\times$	
0	New version of proCertum CardManager is available. Do You want to check application www page?		
	<u>Tak</u> <u>N</u> ie		

Figure 55: Window informing about new version of application

After clicking **Yes** the window with www.page will be opened. The new version of application will be available for downloading from the www.page. To make the mechanism work, the computer must be connected to the Internet.



Figure 56: www page with new version of proCertum CardManager

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