Email Encryption

How to send encrypted emails

1. Place a # tag at the beginning of the subject line.

2. Enter external email addresses (internal County emails will not be encrypted). External emails have @ symbol in them.

3. Send the email.
Email Encryption

Receiving an encrypted email
1. Click (or double click) the securedoc.html attachment.
Email Encryption

2. In this web page, my email account was not recognized by the encryption tool so it issued a message that I need to register. Select the “To” email account from the dropdown box and click the Open button.
Email Encryption

3. Since you are not registered, click on the hyperlink to register the selected email account.

[Image of the Cisco Registered Envelope Service page]
Email Encryption

4. Fill-in the required information and then click the Register button.
Email Encryption

5. You should then see this web page after successful Registration.
Email Encryption

Go to your inbox for your external email account and open the CRES email for activating your new account. Once you click the hyperlink to activate your account, you will see this web page:
Email Encryption

EMAIL ADDRESS CONFIRMED
You have activated the account for wdcherkin@gmail.com. Registration for this email address is now complete. To exit this page, close your browser window. After exiting this page, return to your Registered Envelope and enter your password to open it.

Cisco Registered Envelope Service
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