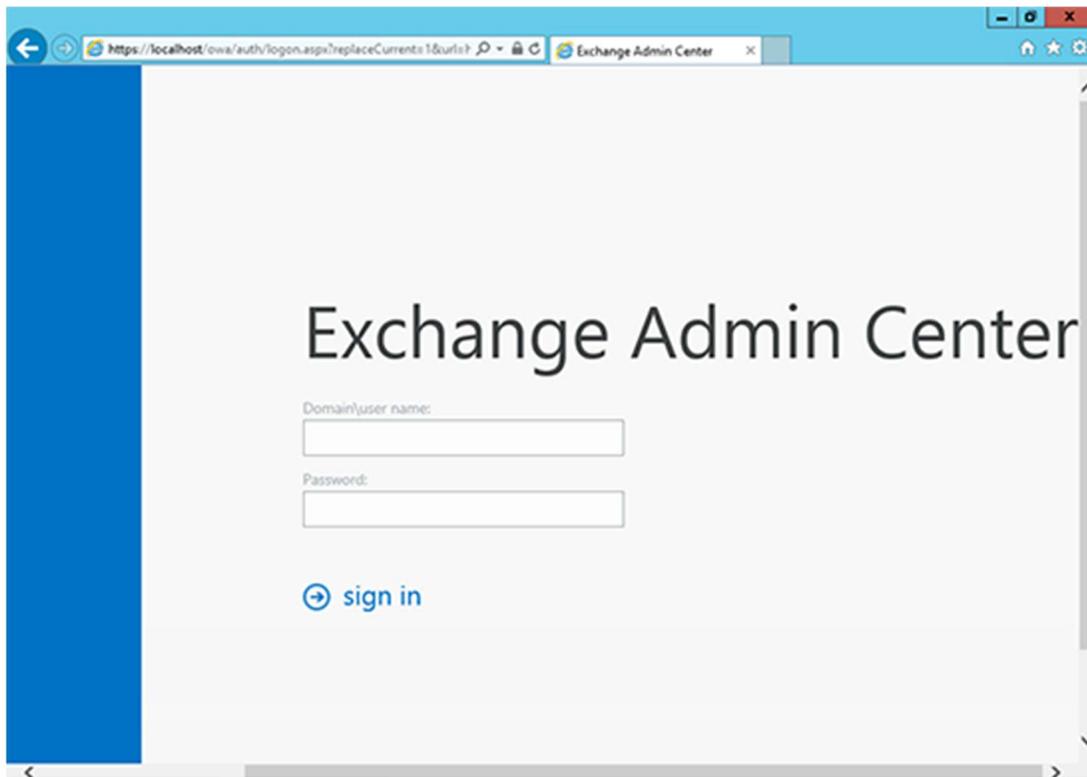


Exchange 2016 SSL Installation Instructions

Installing with the Exchange Management Console

1. Download and open the ZIP file containing your certificate. Your certificate file will be named **your_domain_name.cer**.
2. Copy the **your_domain_name.cer** file to your Exchange server's network share folder (where you saved the CSR).
3. Access the Exchange Admin Center by opening a browser and browsing to <https://localhost/ecp>
4. Login using Domain\user name as the format for the user name and enter your password.



5. Click the link to Servers in the left column, then Certificates at the top right.
6. Select your certificate from the menu in the center of the screen (listed by its Friendly Name), and then click the "Complete" link located in the right column.

ENTERPRISE OFFICE 365

Servers Databases Database Availability Groups Virtual Directories **Certificates**

Select server: example.contoso.com

NAME	STATUS	EXPIRES ON
contoso.com	Valid	9/9/2015
exchangecert	Pending request	10/31/2013
Microsoft Exchange	Valid	10/31/2017

exchangecert

Certification authority-signed certificate
Issuer: C=US, S=UT, L=Lindon, O=IT,
OU="Your Company, Inc.",
CN=example.contoso.com

Status
Pending request
Expires on 10/31/2013
Complete

Assigned to services

1 selected of 3 total

7. Enter the network share path to where your certificate file is located

Exchange Certificate - Windows Internet Explorer

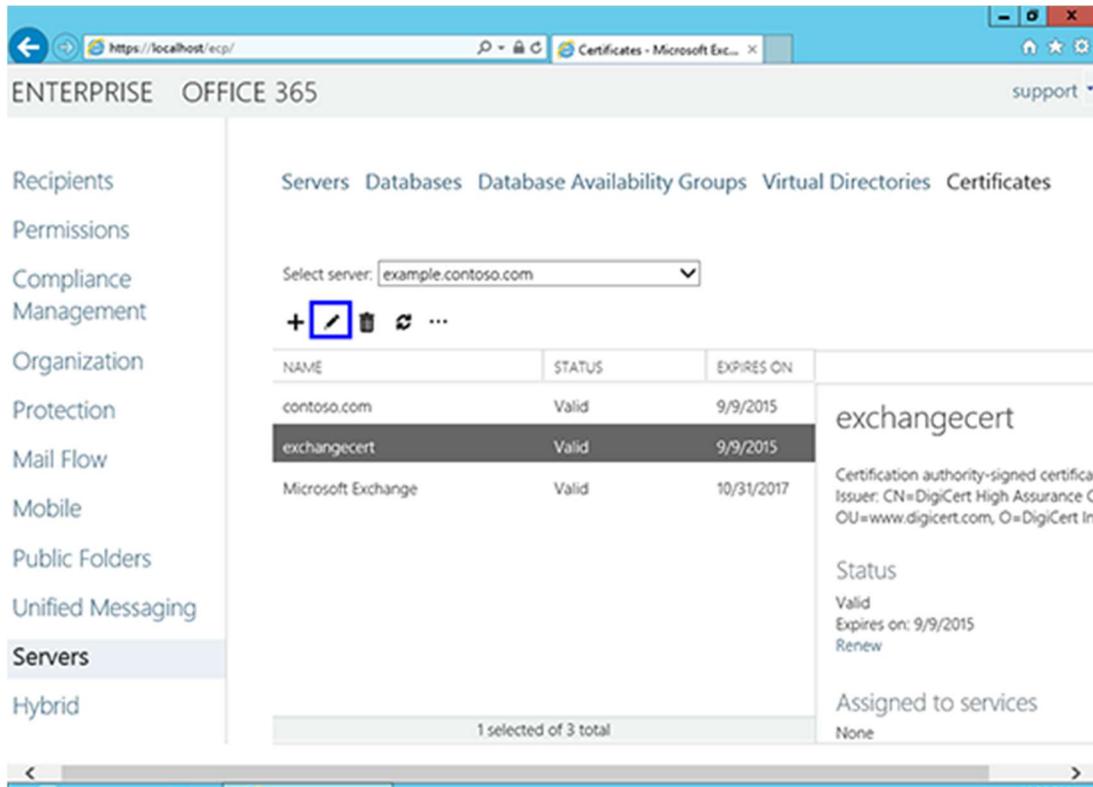
Help

complete pending request

This will import the certificate file that you received from the certification authority. After it's imported, you can assign this certificate to various Exchange services. [Learn more_](#)

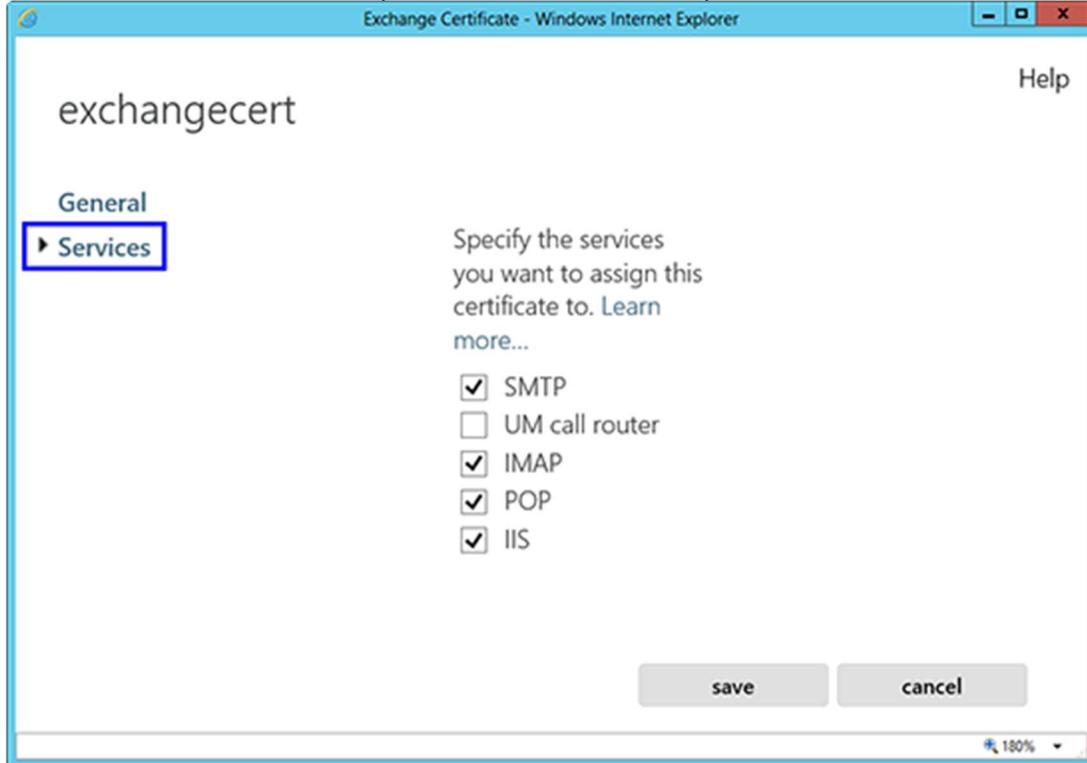
*File to import from (example: \\server\folder\MyCertificate.CER):

- The certificate should be successfully installed on the server.
- Now, to enable your certificate for use, go back to the Certificates section of the Exchange Admin Center, highlight the certificate you want to use and click the **edit** button.



- Click the Services option on the left side.

11. Select the services for which you would like to enable your new certificate, click Save.



Your certificate should now be Installed and Enabled for use with Exchange.