

# **Encrypted Email Access**

## **User Documentation**

Encrypted emails will appear with the follow notice. Click on "View" to open the attachment.



First time users are required to register to create an account. Registration is only required the first time you receive an encrypted email. This account will be used for all future encrypted messages.

## NEW USER REGISTRATION

To assure future messages from this service are not accidentally filtered out of your email, please add "DoNotReply@res.cisco.com" to your Address Book or Safe Sender List.

\* = required field

### Enter Personal Information

Email Address @gmail.com

Language **English** ▼

The language setting will be stored for future login and email notifications.

First Name\*

Last Name\*

### Create a Password

Password\*

Enter a minimum of 6 characters or numbers. Passwords are case-sensitive. Your password must contain both letters and numbers.

Confirm Password\*

Personal Security Phrase\*

Enter a short phrase that only you will know. This phrase will appear on message envelopes when you log in. When you see your phrase, you know you are logging in to our secure site. [More info](#)

Enable my Personal Security Phrase.

### Select 3 Security Questions

You will be asked these questions in the future if you forget your password.

Question 1\* **Select a question...** ▼

Answer 1\*

Confirm Answer 1\*

Question 2\* **Select a question...** ▼

Answer 2\*

Confirm Answer 2\*

Question 3\* **Select a question...** ▼

Answer 3\*

Confirm Answer 3\*

**Register**

Registration requires entering information in all fields marked with an \*

## FINAL STEP: ACCOUNT ACTIVATION

Your Cisco Registered Envelope Service account was successfully created.

**Instructions to activate your account have been emailed to [redacted]@gmail.com.**

Please check your inbox. If you do not see an account activation email, check your junk email folder.

Once registered, check your inbox for account activation instructions.

**Activation**

---

Dear [redacted],

Thank you for registering with Cisco Registered Envelope Service. To complete your registration, you must confirm your intent to register and your acceptance of the [Terms of Service](#) by activating your account.

[Click here to activate this account.](#) ←

You can also activate this account by going to <<https://res.cisco.com/websafe/activate>> and entering this confirmation number: 73d57726000012b62f1a5b7c0a86e8f29a318be

To stop the registration process you can cancel this account.

[Click here to cancel this account.](#)

You can also cancel this account by going to <<https://res.cisco.com/websafe/cancelActivation>> and entering this cancellation number: 73d57726000012b62f1a5b7c0a86e8f29a318be

**IMPORTANT**  
To help keep your personal information safe, Cisco recommends that you never give your CRES password to anyone, including Cisco employees.

Welcome to CRES!

---

To know more about Cisco Registered Envelope Service, see <https://res.cisco.com/websafe/about>  
Terms of Service: <https://res.cisco.com/websafe/termsOfService>  
Privacy Policy: <http://www.ironport.com/privacy/>

Open the activation email and click the link "click here to activate this account"

## EMAIL ADDRESS CONFIRMED

You have activated the account for [redacted]@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.

Once the email address and account have been activated return to the original email and open the attachment.

The screenshot displays the Cisco Registered Envelope Service activation interface. At the top left is the Cisco logo. In the top right corner, there is a circular stamp that reads 'CISCO REGISTERED ENVELOPE SERVICE' around a padlock icon, with the date 'September 29, 2010 7:48:18 PM GMT' and 'Message Security: High' below it. The main content area features a form with the following fields: 'From: [redacted]@wnins.com', 'To: [redacted]@gmail.com', 'Subject: [redacted]', and 'Password: [redacted]'. Below the password field is a 'Forgot password?' link. There are two checkboxes: 'Remember me on this computer.' (unchecked) and 'Enable my Personal Security Phrase.' (checked). To the right of the form, the text 'Personal Security Phrase' is displayed above a redacted phrase and a 'More info' link. Below the form is a yellow 'OPEN' button. At the bottom of the form area, there is a link 'Select a different address' and a note: 'If you experience problems opening this message, try to [Open Online](#)'. The footer contains the text 'Cisco Registered Envelope Service' and '© 2000-2009 Cisco Systems Inc. All rights reserved.' along with the Cisco logo.

When prompted to enter your credentials you will enter your password. If you check the box next to “Enable my Personal Security Phrase” the security phrase will be displayed to the right. Clicking the Open button will display the secured message.



**Secured Message**

From: [redacted]@wnins.com  
To: [redacted]@gmail.com  
Date: September 29, 2010 2:48:17 PM CDT  
Subject: [redacted]

visa I111 2222 3333 4444

Western National Insurance

This email message is intended for the sole use of the intended recipient(s) and may contain confidential or privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy and delete all copies of the original message.

To reply or forward using encryption, click the appropriate Reply or Forward button at the top.



REPLY TO SENDER

Send Reset Cancel

From: [redacted]@gmail.com  
To: [redacted]@wnins.com  
Subject: RE: [redacted]

Attachments (none)

Message:

This is a test reply back to Mike as an encrypted email.

-----Original Message:

FROM: [redacted]@wnins.com  
TO: [redacted]@gmail.com

- Automatically BCC me on this email.
- Send me a read receipt when a recipient has opened this email.

This option does not guarantee a receipt will be sent; recipient email applications can sometimes block read receipt requests.

Send Reset Cancel

## Cisco Registered Envelope Service

[About](#) [Terms of Service](#) [Privacy Policy](#) Copyright © 2001-2010 Cisco Systems, Inc. All rights reserved.

Text can be entered in the Message field and attachments can be added by clicking the Attachments button and selecting the document you want to attach. When finished, click Send. Email will be delivered as an encrypted message.



Welcome [redacted]@gmail.com  
English   
[Help](#)

**MESSAGE SENT SUCCESSFULLY**  
Your message was sent successfully.  
To exit this page close your browser window.

---

## Cisco Registered Envelope Service

[About](#) [Terms of Service](#) [Privacy Policy](#) Copyright © 2001-2010 Cisco Systems, Inc. All rights reserved.



THIS PAGE INTENTIONALLY LEFT BLANK