

# Server

## How to add an SSL Certificate?

Follow the below step by step instructions:

1. Proceed to <https://www.ssls.com/>
2. Go to "Purchased Certs"
3. Select the "New Certificate" and click Activate
4. Login to the required client server
5. Open "IIS Manager" (Internet Information Services Manager) from "Administration Tools"
6. Select "Server Certificates"
7. Select "Create Certificate Request" in the menu pane on the right hand side.
8. Fill out the form as correctly as possible for the client.
9. Change "Bit Length" from 1024 to 4096.
10. Save certificate request to the desktop or C:\0
11. Open file in notepad and copy all text available.
12. Paste request text into ssls.com under the certificate you have activated.
13. Wait for response from ssls.com (this should change from "In Progress" to "Active".)
14. Once "Active" you can then download the certificate verification file.
15. Save file and copy to the client server under the required location. (C:\inetpub\well-known\pki-validation)
16. Once this has been completed you will receive an email from ssls.com with the validation files.
17. Copy these files to the server and extract them to C:/0
18. Open iis manager and complete the certificate request.
19. You can now name the certificate example: VPN 120718
20. Remain in iis manager and select the Default Web Site and click "Edit Bindings".
21. Select the existing office.domain.com.au, click Edit and select the new certificate and Apply (or Add if the office.domain.com.au does not exist).
22. Open Routing and Remote Access, right click the Server Name and select properties.
23. Select the "Security Tab" and click the drop down box to select the new certificate. (You can confirm by clicking the view button)
24. Click apply and Close.
25. Open iis manager and restart iis.
26. Open routing and remote access and click restart.
27. Test and confirm all working.

Unique solution ID: #1008

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