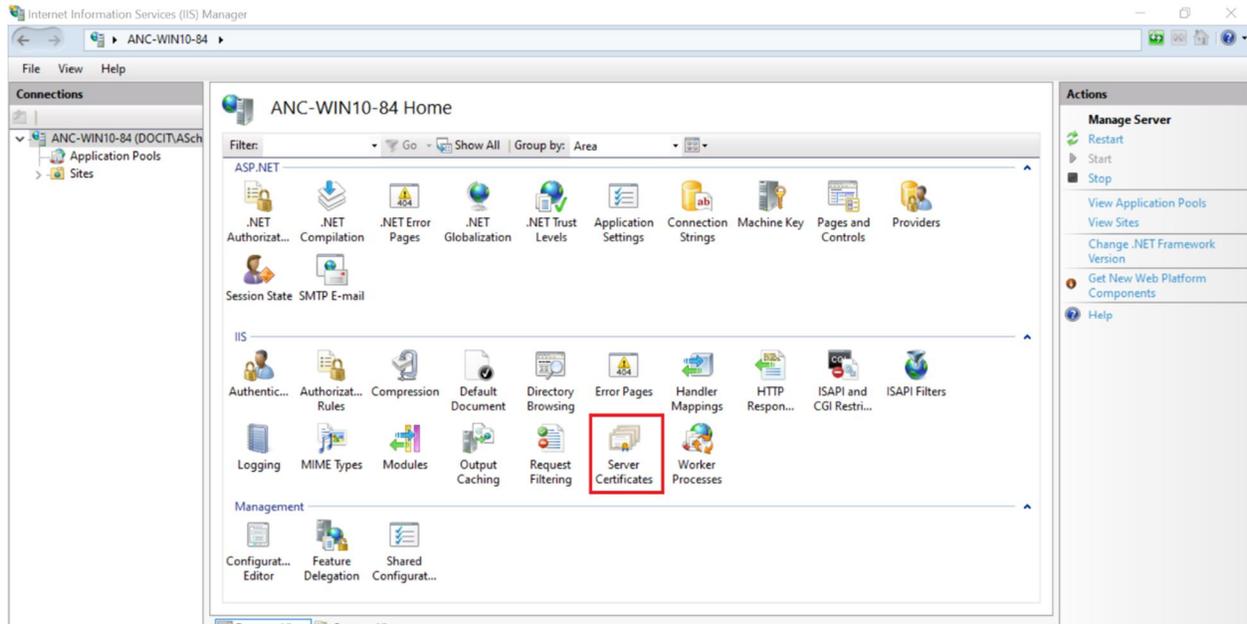


Generating a Wildcard CSR in IIS

On the Doc.It server, open Internet Information Services (IIS) Manager and click the Server Certificates option in the IIS section.



Within the feature, click Create Certificate Request. The Request Certificate Wizard will appear. Fill out the form as such:

Common Name: *[yourdomain.com]

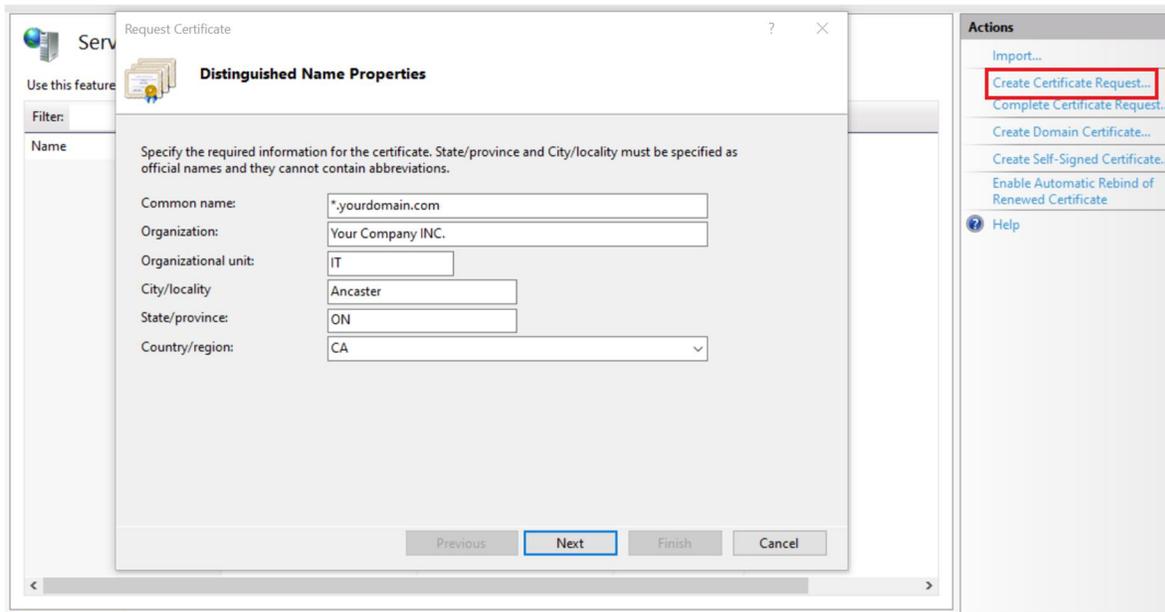
Organization: [the name of your Organization]

Organizational Unit: IT

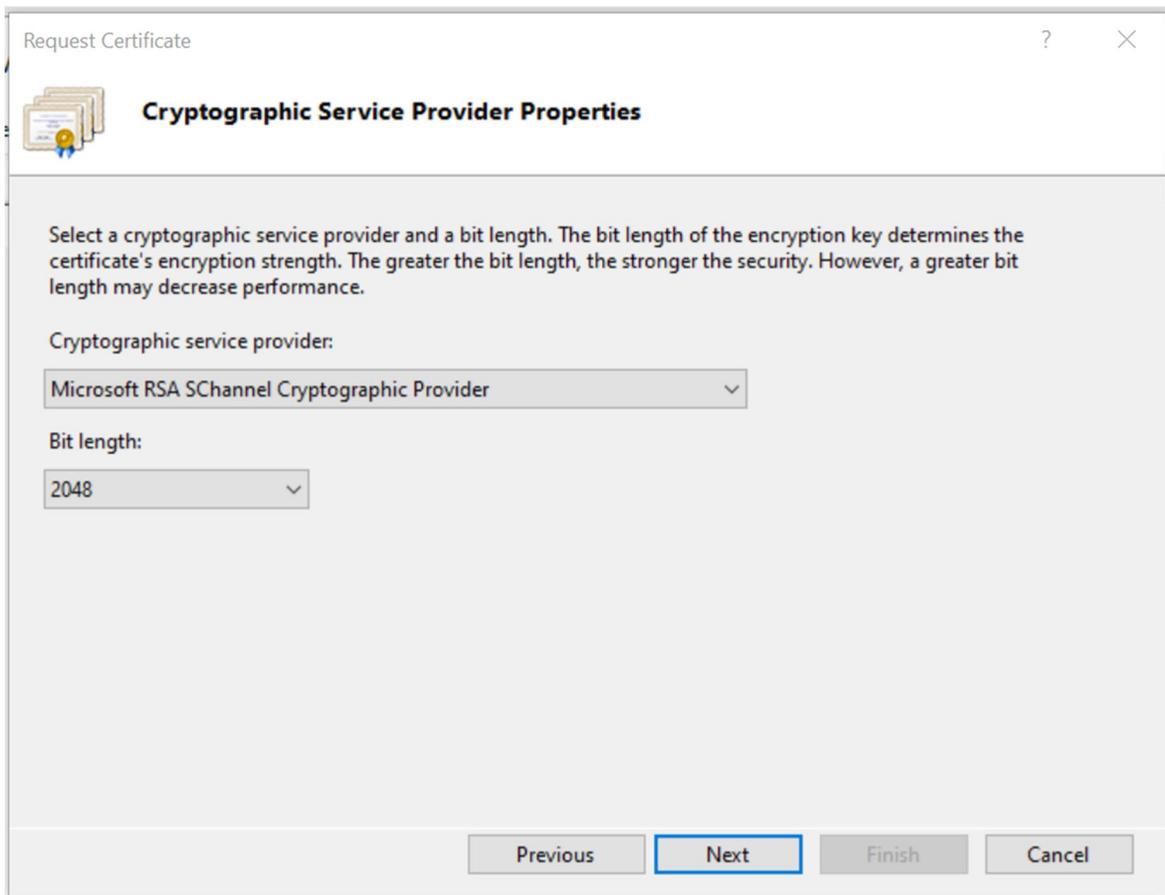
City: [your organization's city/main place of business]

State/Province: [your organization's State or Province]

Country/Region: [your organization's country, usually US or CA]



On the next screen, leave the Cryptographic service provider as Microsoft RSA SChannel Cryptographic Provider and ensure the Bit Length is set to 2048:



Next, specify a file name and where the CSR will be saved. For simplicity's sake you can save it on the desktop, as a txt file. Click finish when done.

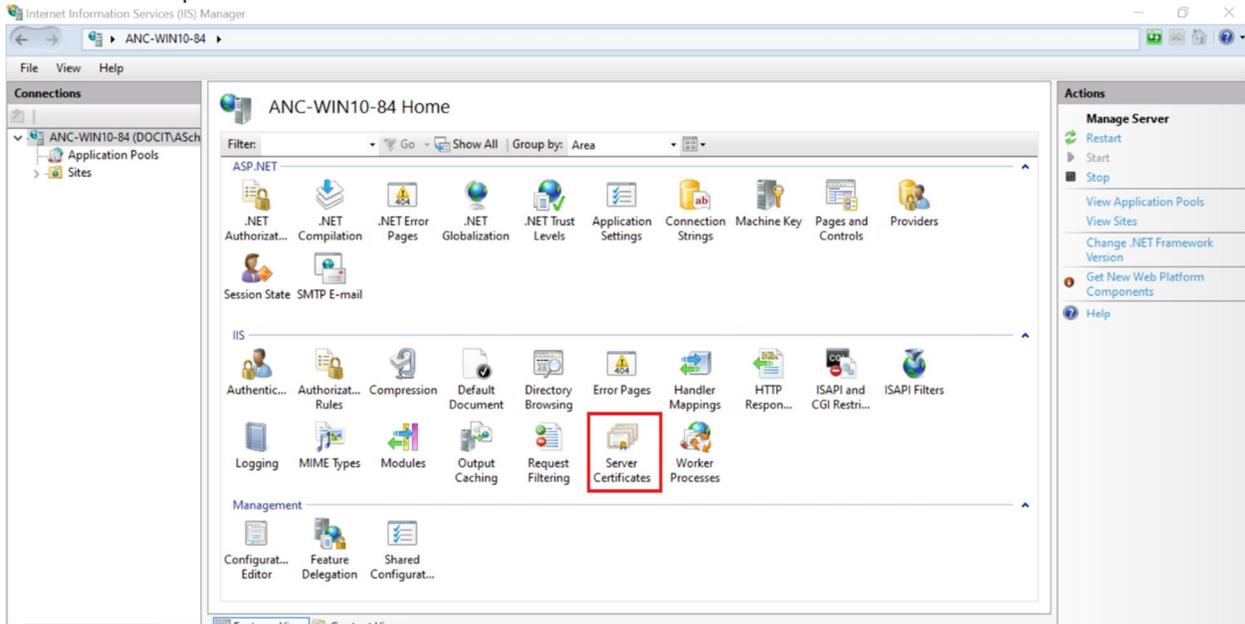
The resulting file should look like this:

```
|-----BEGIN NEW CERTIFICATE REQUEST-----  
MIIEaTCCA1ECAQAwcTElMAkGA1UEBhMCQ0ExCzAJBgNVBAGMAk90MREwDwYDVQQH  
DAhBbmNhc3RlcjEaMBGGA1UECgwRWW91ciBDdb21wYW55IEl0Qy4xCzAJBgNVBAsM  
Ak1UMRkwFwYDVQQDDBAqLn1vdXJkb21haW4uY29tMIIBIjANBgkqhkiG9w0BAQEF  
AAOCAQ8AMIIBCgKCAQEAxotfBRMt+bmQ9g3gge0kBG9GZPr8uvJAVksLNvS6Z6u0  
mA1Hniw7Fa0AARYUKJfxhv31uotMq1YrHTYck61pEz6LF8HEIc11vNKop14x6UzQ  
xYgzdYZRX6IxSVgqVTk9cTOSFiQ43Vc6Db7vwoD+zvz4bkDW+BC40QCIE8W0YfDz  
ImgRythYWPahoc6X1gFRX8KefXzwIUev9jbXhkxy6z0EmnKo1j2iMjT60Dcnrtws  
tmI2xNvGWXTVqfLyh/FwybUcMk4+iH0mbfhzXAGDPnmzYV6flcA4AMt05jGwyyIn  
/mgJ0w4Ml6E5VcCm8G9oIpkj0TgioZqXySJBuithDQIDAQABoIIBsTAcBgorBgEE  
AYI3DQIDMQ4WDDEwLjAuMTkwNDQuMjBLBgkrBgEEAYI3FRQXPjA8AgEFDBhBTkMt  
V0LOMTAtODQuZG9jaXQubG9jYwWMEERPQ0LUXEFTY2huZWlkZXIMC0luZXRNZ3Iu  
ZXh1MHIGCisGAQQBgjcNAgIxZDBiAgEBHloATQBpAGMAcgbVAHMABwBmAHQAIABS  
AFMAQQAgAFMAQwBoAGEAbgBuAGUAbAAgAEMAcgB5AHAAdABvAGcAcgBhAHAAaABp  
AGMAIABQAHIAbwB2AGkAZABlAHIDAQAwwgc8GCSqGSIb3DQEJJDjGBwTCBvjaAOBgNV  
HQ8BAf8EBAMCBPAwEwYDVR0lBAwwCgYIKwYBBQUHAwEweAYJKoZIhvcNAQkPBGsw  
aTAOBggqhkiG9w0DAgICAIAwDgYIKoZIhvcNAwQCAGCAMAsGCWCGSAF1AwQBKjAL  
BglghkgBZQMEAS0wCwYJYIZIAWUDBAECMAsgCWCGSAF1AwQBbTAHBgUrDgMcbzAK  
BggqhkiG9w0DBzAdBgNVHQ4EFgQUld46A3U2yMo0tfoKAKdo9Tv4gOowDQYJKoZI  
hvcNAQEFBQADggEBAEyw6sXJ5py53r2U8LW/YqTVc7x5RNSGuWov+QFeH5qdT06S  
CXFeBqn+72p8q7ddeMdu3fmXQC/ERIpuc6L22rL2+CfNY0ETFSAr+r/z24qT7inG  
NidaepWcgWc6KOMxi2Z800hneJ41N6hvTnsyGBoSLW1+cNP0XPTArRPJ/YGQwaS  
C/QqVHgGnaI02eBP/uE+ZJJfCWkd7IyXbOgnvoTVaDsUb3rF+kTaGv/pruLTVK2X  
5MLNJJlmKOQ3QiPRbyxmXW8tqpRBCmuViHtF4ZMvwQHeQ3vTbfEelbBGT+zaozWC  
OI0gLI0IcI1EQ7xPn/9eaFAcA5mpxy4vrMNPL1U=  
-----END NEW CERTIFICATE REQUEST-----
```

Once you have the CSR, upload it to your Certificate Authority when requesting a new certificate or renewing one. For the latter option, ensure that you select the option to renew with a new private key or re-key of the certificate. Follow your Certificate Authority's guides on how to do this, or request support. Doc.It personnel may be able to assist via screensharing session, if you are logged into the Certificate Authority's portal.

Completing the Certificate

On the Doc.It server, open Internet Information Services (IIS) Manager and click the Server Certificates option in the IIS section.

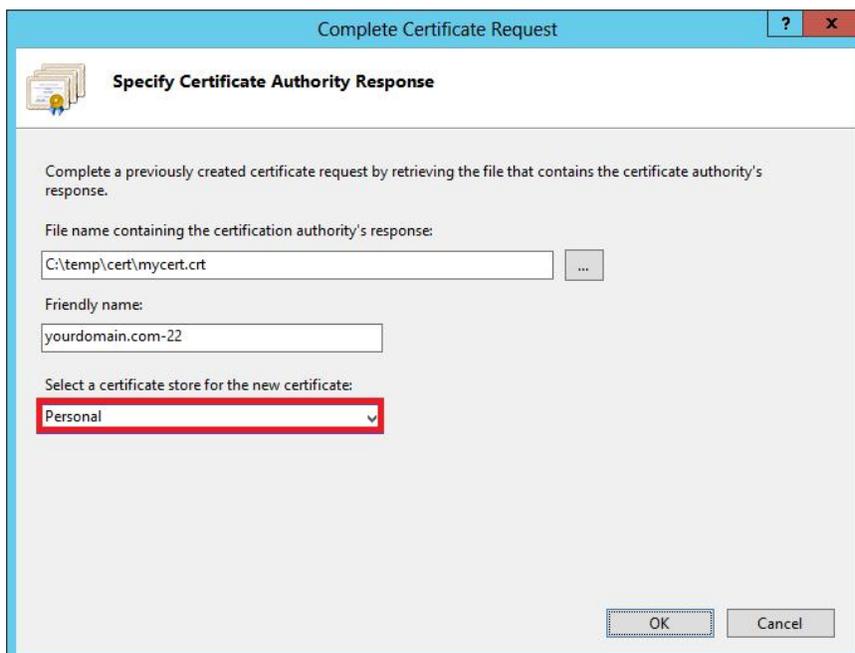


Within the feature, click Complete Certificate Request. The Complete Certificate Wizard will appear. Fill out the form as such:

File containing the certificate authority's response: [browse to the .crt or .cer file received]

Friendly name: [type a name that's easy to recognize]

Select a Certificate Store for the new certificate: **Personal**

The screenshot shows the 'Complete Certificate Request' wizard. The current step is 'Specify Certificate Authority Response'. The wizard prompts the user to complete a previously created certificate request by retrieving the file that contains the certificate authority's response. The form includes the following fields:

- File name containing the certification authority's response: C:\temp\cert\mycert.crt
- Friendly name: yourdomain.com-22
- Select a certificate store for the new certificate: Personal (highlighted with a red rectangle)

The wizard also includes 'OK' and 'Cancel' buttons at the bottom.

Note: The Certificate must always be stored in the Personal Store of the Local Machine, especially on the Doc.It server.

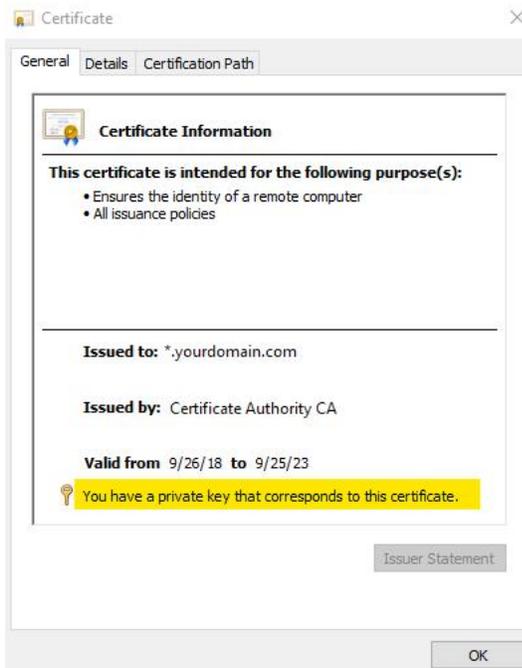
Click ok when done. The certificate will now show up in the list and can be bound to web sites.

Server Certificates

Use this feature to request and manage certificates that the Web server can use with websites configured for SSL.

Name	Issued To	Issued By	Expiration Date	Certificate Hash	Certificate Store
self-signed	ANC-WIN10-84.docit.local	ANC-WIN10-84.docit.local	3/7/2023 7:00:00 PM	F52F539759EB8E265FC02032B...	Personal
yourdomain.com-22	*.yourdomain.com	WMSvc-SHA2-WIN-10U475M...	3/7/2023 7:00:00 PM	4581C7829F1FF8311EE7539AB...	Personal

You can double click the certificate to open it and see its properties.



Note: you should see that it has a private key.