

## **Change Password Program for e-Cert File**

### Version 2.3

### Installation Guide and User Guide

Revision Date: August 2023



# A. Introduction

The Change Password Program for e-Cert File aims to facilitate the e-Cert users to change the password of their e-Cert on e-Cert File USB. This program can be operated on Windows 10 or Windows 11. This guide comprises installation guide (Part B) and user guide (Part C) that provides you with step-by-step procedures for the use of the Change Password Program.

### **B.** Installation Guide

- Download the Change Password Program for e-Cert File. <u>https://www.ecert.gov.hk/product/download/changepin/index.html</u>
- 2. Execute **ChangePasswordSetup.exe**, select the language to use during the installation and click "OK" to continue.

Select S	Setup Language X
_ <b>_</b> _	Select the language to use during the installation.
	English V
	OK Cancel

3. Select "I accept the agreement" and click "Next".

Setup - Change Password Program for e-Cert File 2.3 —	×
License Agreement	FR
Please read the following important information before continuing.	HOM
Please read the following License Agreement. You must accept the terms of this agreement before continuing with the installation.	
TERMS AND CONDITIONS	^
The software is valid for use with a Hongkong Post e-Cert.	
The right-to-use is granted by the Postmaster General of the Hong Kong Special Administrative Region (referred to herein as Hongkong Post) to the Subscribers of Hongkong Post e-Cert.	
The right-to-use does not grant any development right of the software nor does it involve any transfer of title in the software, which remains the property of Hongkong Post.	
The copyright and intellectual property right of the software remains in Hongkong Post.	
This product includes software developed by the OpenSSL Project for use in the OpenSSL Toolkit (http://www.openssl.org/)	
This product includes cryptographic software written by Eric Young (eay@cryptsoft.com)	~
I accept the agreement	
○ I <u>d</u> o not accept the agreement	
Next	Cancel

4. Browse and select the path that you want to install or accept the default value and click "Next".



Setup - Change Password Program for e-Cert File 2.3	-		×
Select Destination Location Where should Change Password Program for e-Cert File be installed?		(	(n)
Setup will install Change Password Program for e-Cert File into the following fold	er.		
To continue, click Next. If you would like to select a different folder, click Browse.			
C:\Program Files (x86)\Hongkong Post e-Cert\Change Password Program	Bį	owse	
At least 4.0 MB of free disk space is required.			
Back Nex	ĸt	Can	cel

5. Click "Next".

나고 Setup - Change Password Program for e-Cert File 2.3	-		×
Select Start Menu Folder Where should Setup place the program's shortcuts?		(	(n)
Setup will create the program's shortcuts in the following Start Menu folder.			
To continue, click Next. If you would like to select a different folder, click Browse.			
Hongkong Post e-Cert	B	rowse	
Don't create a Start Menu folder			
Back Nex	ĸt	Car	ncel

6. Optionally enable the box named "Create a desktop shortcut" and click "Next".



🛃 Setup - Change Password Program for e-Cert File 2.3		-		×
Select Additional Tasks				EN
Which additional tasks should be performed?			(	(10m)
Colort the additional tasks you would like Setup to perform while	installing Change	December d Drog	rom for	
e-Cert File, then click Next.	Installing Change	rassword Frog		
Additional shortcuts:				
Create a desktop shortcut				
	Back	Next	Car	ncel
		_		

7. Click "Install".

🗠 Setup - Change Password Program for e-Cert File 2.3 —		×
Ready to Install Setup is now ready to begin installing Change Password Program for e-Cert File on your computer.		
Click Install to continue with the installation, or click Back if you want to review or change any setting	igs.	
Destination location: C:\Program Files (x86)\Hongkong Post e-Cert\Change Password Program	^	
Start Menu folder: Hongkong Post e-Cert Additional tasks: Additional shortcuts: Create a desktop shortcut	v	
Back	Can	cel

8. Optionally enable the box named "Launch Change Password Program for e-Cert File" and click "Finish" to complete the installation.







### C. User Guide

- 1. Execute the Change Password Program for e-Cert File.
- 2. Plug your e-Cert File USB into an USB port of your computer, then click "Browse" to locate your e-Cert file.

			Browse
: Your new pas	ssword must be at le	ast 8 characte	rs long.
	e: Your new pas	x: Your new password must be at le	e: Your new password must be at least 8 character

3. Select your e-Cert file and click "Open".

🕹 Open				×
$\leftarrow$ $\rightarrow$ $\checkmark$ $\uparrow$ $\blacksquare$ $\rightarrow$ USB Drive (H:)		~	ල 🔎 Searc	:h USB Drive (H:)
Organise 🔻 New folder				III 🔹 🛄 😲
🔹 Ouick access	Name	Date modified	Туре	Size
This PC	192C528B11FD18FFDF958929209EF30AF9	10/9/2019 2:51 pm	Personal Informati	6 KB
USB Drive (H:)				
Network				
Linux				
-				
File name: 192C528B11FE	18FFDF958929209EF30AF989C690.p12		✓ e-Cert File	s (*.p12, *.pfx) ~
			<u>O</u> pen	Cancel

Select Your e-Cert File:	H:\192C528B11FD18FFDF958929209EF30AF98: Browse
<u>O</u> ld Password:	
<u>N</u> ew Password:	
<u>C</u> onfirm New Password:	
	Note: Your new password must be at least 8 characters long.



4. Input the old password and the new password, and hence retype the new password to confirm. Finally, click "OK" to change the password.



If you have **NOT** altered the e-Cert password before, the old password is the **16-digit PIN** found inside the PIN Envelope provided by Hongkong Post CA.

Recommendation: The new password should be at least 8 characters long with a combination of numbers and uppercase and lowercase letters.

Change Pass	word Program for e-Cert File		
Select Your e-Cert File:	H:\192C528B11FD18FFDF958929209EF30AF98:	Browse	
<u>O</u> ld Password:	•••••		
New Password:	•••••		
Confirm New Password:	••••••		
	Note: Your new password must be at least 8 character	rs long.	
Hongkong Poste-	Cert		
香港郵政電	子核證	Cancel	1

5. Click "OK" to complete.

