



Installing SSLPost Direct Plug-In 2007 & 2010

Step-by-step guide for install & first usage

Version: 0.5

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Installing SSLPost Direct Plug-in 2007 / 2010

Please cut and paste either the 2007 or 2010 url below depending on your version of Microsoft Outlook into your Internet Browser:

<http://www.sslpost.com/downloads/Desktop/2007/SSLPostWebSender2007Setup.zip>

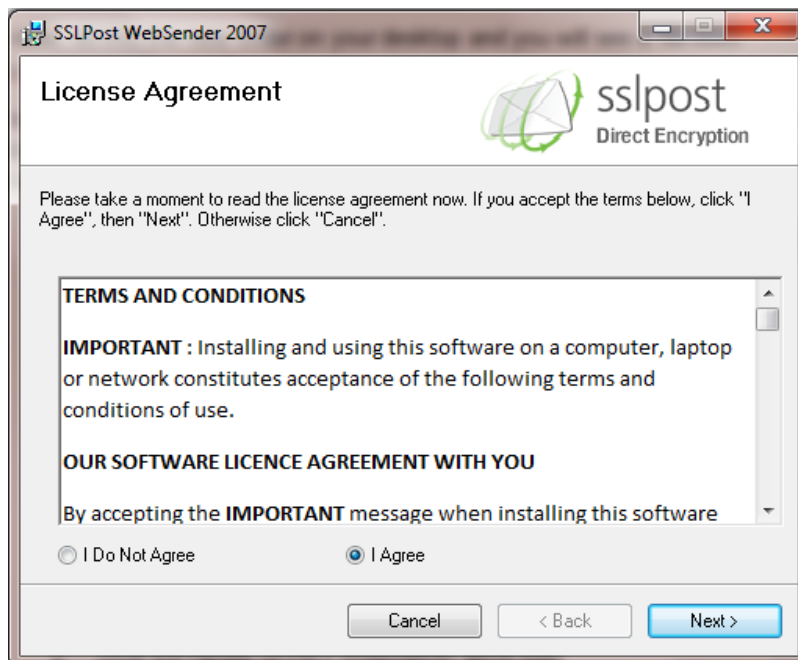
<http://www.sslpost.com/downloads/Desktop/2010/SSLPostWebSender2010Setup.zip>

Select “Open”, this may take a short time to download depending on your Internet speed.

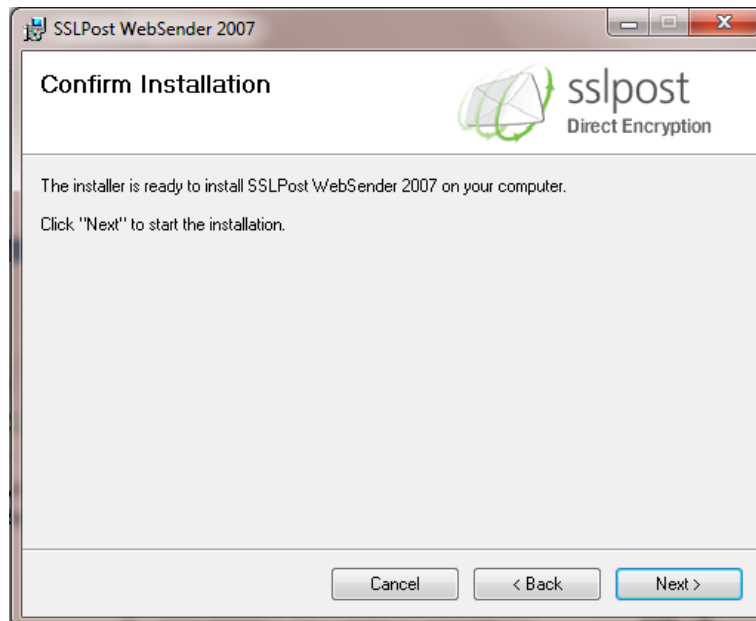
In order to install this, you will first need to “Extract Files” to your desktop, by double clicking on the zip file and selecting this option.

Once done, go into the new folder on your desktop and you will see a file titled “setup.exe”.

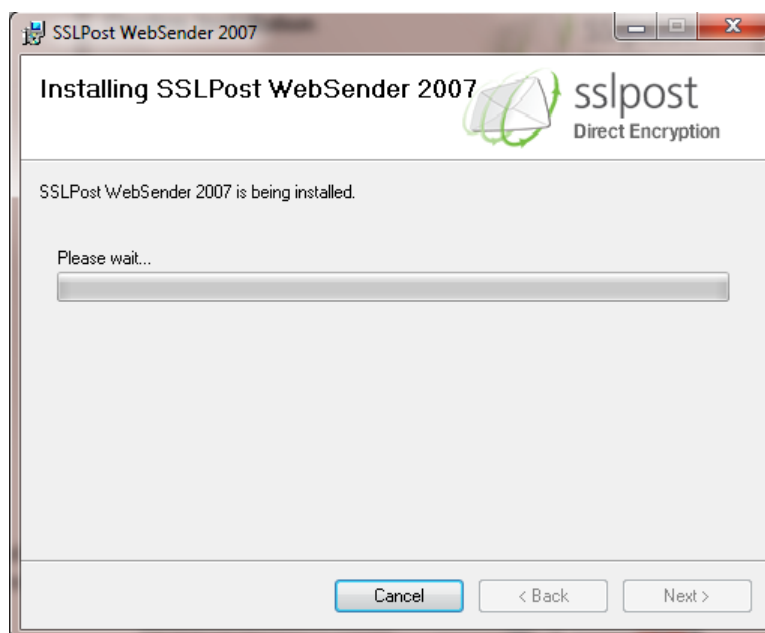
Now, before running this .exe file, **please make sure that your Microsoft Outlook is not running**. Now double click “setup.exe” and you will see the below terms and conditions pop up, please read these, tick “I Agree” and click “Next” (please note, for all screenshot purposes, we are using the 2007 Plug-in):



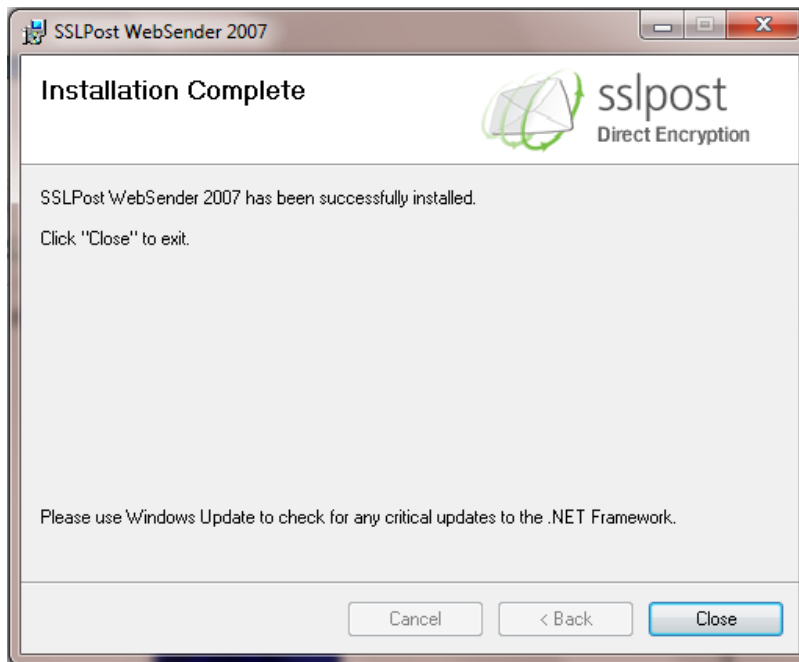
Now you need to confirm installation by clicking “Next”:



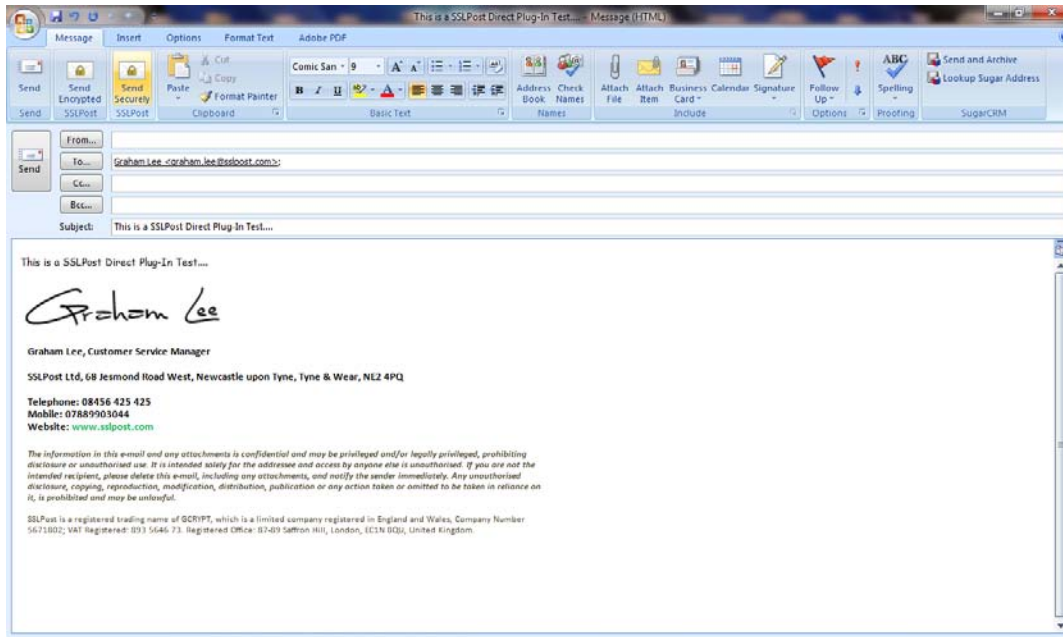
The installation process will then begin:



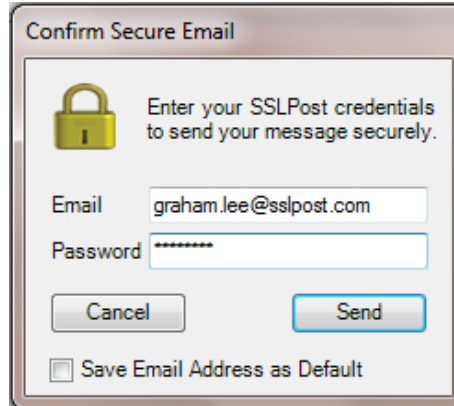
Once this has installed, you will be displayed with the below box, please click “Close”:



Now open up Microsoft Outlook, and bring up a New Email you wish to send, you will see a new “Send Securely” button at the top left of the screen, please create your email, add attachments if required and make sure you put a Subject Title within this email too, when ready to send securely, click your new “Send Securely” Button:



A small box will pop up, asking you to enter in your SSLPost email address and Password in order to use this service, once entered, please click “Send”:



You can check your email has been sent, as it will show in your Outlook Sent folder.