

How to use CEE (Cypherdog E-mail Encryption)

How to encrypt email messages?

1. Open your e-mail and create a message to your recipient.
2. Remember to enter the recipient's e-mail address before encryption.
3. Once your e-mail has been written, right-click on the Cypherdog icon on your taskbar.
4. If your private key is locked – Select *Unlock Private Key* and enter your private key password, Click *OK.*
5. Highlight the message you want to encrypt on your e-mails. You can do this by left-clicking and dragging the mouse over your message.
6. Once your message is highlighted right click and select *Cypherdog E-mail Encryption* and click *Encrypt Message.*
7. Your message will now be encrypted.
8. Remember that the recipient of your encrypted message must have Cypherdog E-mail Encryption installed to be able to decrypt your message.

How to encrypt any text or e-mail message using the “magic window”?

1. Right-click on the Cypherdog icon on your taskbar.
2. Select *Encrypt* and then click *Text.*
3. Enter the e-mail address of your cryptogram’s recipient into the text field titled *To.*
4. Next, type or paste the message you want to encrypt.
5. Once your message is completed click the *Encrypt* tab.
6. You will receive a message in the bottom right hand of your screen letting you know the encrypted text was copied to the clipboard.
7. If you want to send the encrypted text by email:
8. Open your email, right-click and select *Paste.*
9. Your encrypted message will be pasted to your email.
10. Click Send.
11. You can use any communication tool to transfer your cryptogram to another user of Cypherdog.
12. Remember that the recipient of your encrypted message must have Cypherdog E-mail Encryption installed to be able to decrypt your message.

How to encrypt a file sent by e-mail?

1. Open your e-mail and create a message to your recipient.
2. Right-click on the Cypherdog icon on your taskbar.
3. Select *Encrypt* and then click *File.*
4. Enter the e-mail recipient into the text field titled *To.*
5. Click on the add file icon in the top right-hand corner of the *Drop Files Here* box.
6. Select the file you would like to encrypt and click *Open.*
7. Click *Ok.*
8. Go to your email and select the *Attach Document* tab. Select the encrypted file. This will appear as the (filename.dog) and click *Open.*
9. Wait for your file to upload to your email.
10. Click Send.
11. Remember that the recipient of your encrypted message must have Cypherdog E-mail Encryption installed to be able to decrypt your message.

How to decrypt e-mail messages?

1. You must have Cypherdog E-mail Encryption installed to be able to decrypt a message. Decryption is included in the free version of our application.
2. Open the encrypted e-mail.
3. Click the Cypherdog app logo on your taskbar with the e-mail opened.
4. If your private key is locked – Select *Unlock Private Key* and enter your private key password. Click *OK.*
5. Click the *Show Encrypted Message* tab on the e-mail.
6. Highlight the encrypted message by left-clicking and dragging your mouse over the whole encryption.
7. Once highlighted, right click and select *Cypherdog E-mail Encryption* and then click *Decrypt Message.*
8. A new box will appear with your decrypted message.
9. Once viewed, click *OK* to close the message.

How to decrypt e-mail messages or any text using the “magic window”?

1. You must have Cypherdog E-mail Encryption installed to be able to decrypt a message. Decryption is included in the free version of our application.
2. Open the encrypted message you received.
3. Click the Cypherdog app logo on your taskbar.
4. If your private key is locked – Select **Unlock Private Key** and enter your private key password. Click **OK.**
5. Highlight the encrypted message by left-clicking and dragging your mouse over the whole encryption.
6. Right-click on the highlighted message and select **copy.**
7. Once highlighted, right click on the Cypherdog logo on your taskbar.
8. Click **Decrypt** and then select **Text.**
9. Paste the encrypted message into the text box and click **Decrypt.**
10. Your decrypted message will now appear.

How to decrypt attachments sent by e-mail?

1. You must have Cypherdog E-mail Encryption installed to be able to decrypt a message. Decryption is included in the free version of our application.
2. Open the encrypted e-mail.
3. Locate the attached file and click the download icon on the file (this will appear as a downwards arrow).
4. Click **Save.** The file will now start downloading.
5. Right-click on the Cypherdog app icon in your taskbar.
6. If your private key is locked – Select **Unlock Private Key** and enter your private key password, Click **OK.**
7. Click **Decrypt** and then select **File.**
8. Drop the downloaded file into the **Drop Files Here** box or click on the file icon in the top right of the box and select the encrypted file you previously downloaded.
9. Click **Open.**
10. Click the arrow on the Location tab and save your file to your desktop.
11. Click and view your decrypted file.



How to generate a backup and restore your private key

1. Open the Cypherdog app on your system.
 2. Enter the login details you registered with and click *Next.*
 3. For encryption, an RSA key pair must be generated. Enter the password for the keys to keep them safe. You will need to enter the critical password into the password box and then repeat it in the box below. After entering the passwords click *OK.*
 4. On your taskbar right click on the blue Cypherdog app logo.
 5. If your private key is locked – Select *Unlock Private Key* and enter your private key password. Click *OK.*
 6. Click Backup Keys. You will be prompted to enter your login credentials. Once entered, click next.
 7. Enter a name into the file name box (we recommend using the name backup) and click *Save.*”
 8. Next login to the Cypherdog app with your login details and click *Next.*
 9. Click the storage icon in the white box directly under where it says *Path To Cypherdog Backup File.*
 10. Locate the file you previously saved and click open. You will be directed back to the previous screen. Click *OK.*
 11. Enter the passwords for the keys in both boxes and click *OK.*
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