



## **Quick Start Guide For Private Post Reader**



---

## Table of Contents

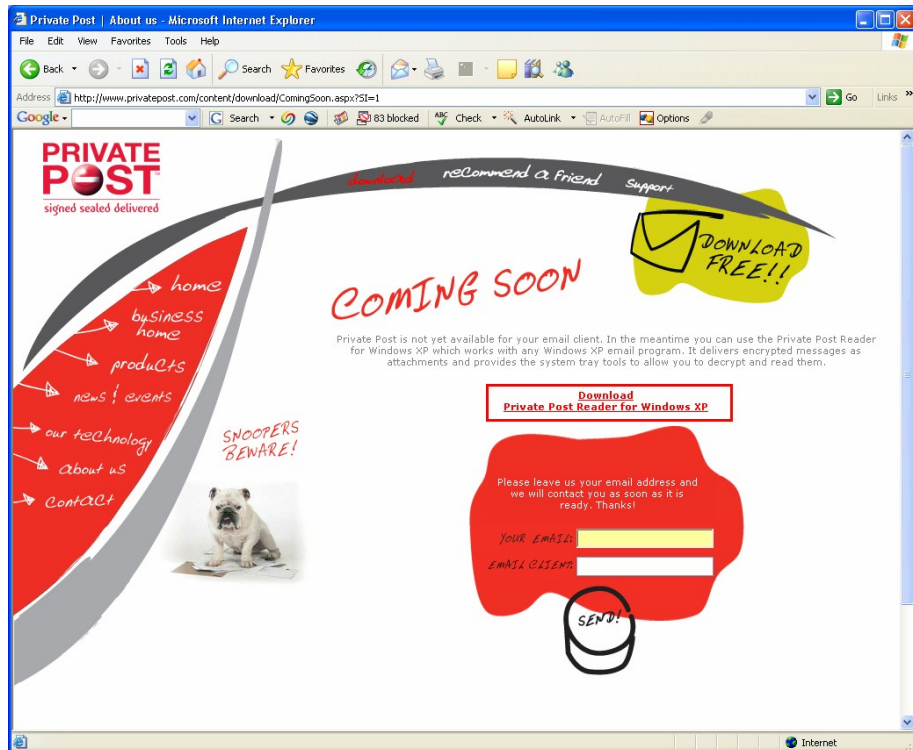
---

Install Private Post Reader.....	4
Read Private Post.....	10
Print Messages Using Private Post Reader.....	14
Copy Your Private Post Messages.....	16

## Install Private Post Reader

To install Private Post Reader:

1. Go to <http://www.privatepost.com/content/download/ComingSoon.aspx?SI=1>.
2. Click on **Download Private Post Reader for Windows XP**.



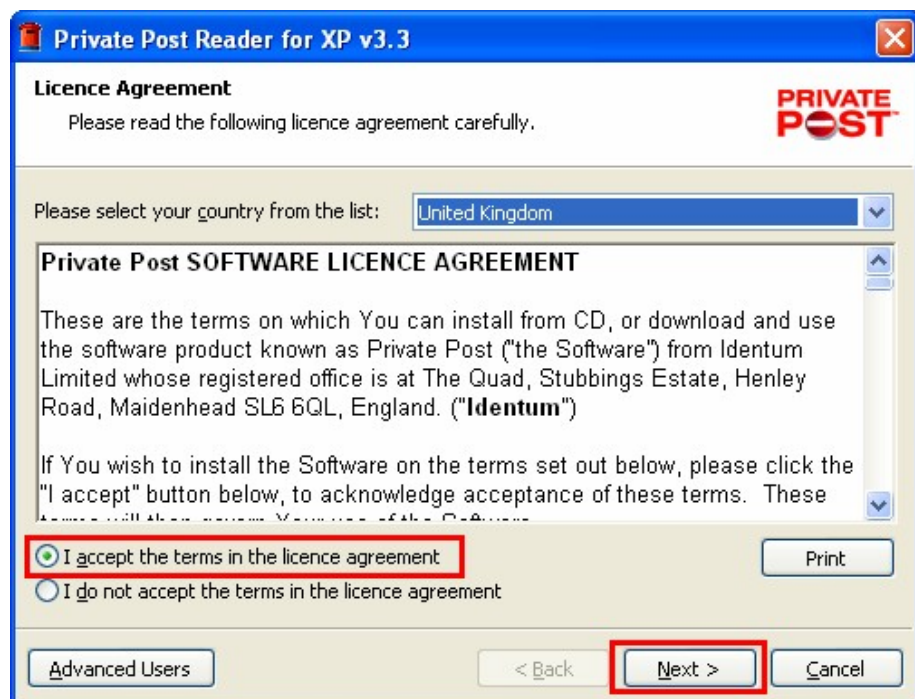
3. Click on the **Run** button in the Security window. If you see another security window, click on the **Run** button again to start the Installer.



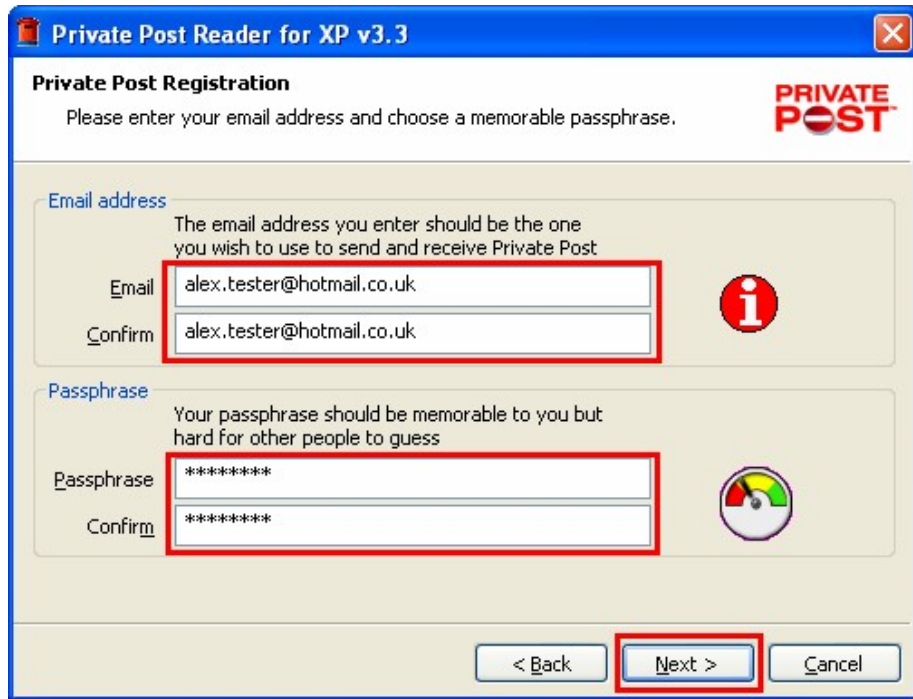
4. Wait for the Private Post splash screen to close. The Private Post Installer is displayed.



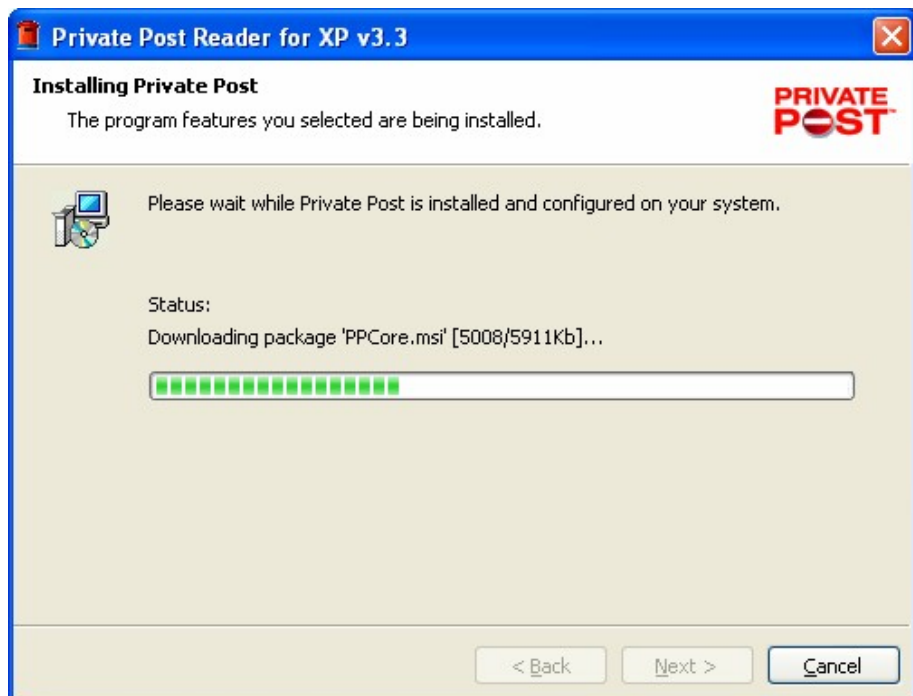
5. Click on the radio button accepting the terms of the licence agreement and click on the **Next** button.



6. Type your email address in the **Email Address** and **Confirm Email Address** fields. Enter a secret passphrase in the **Passphrase** and **Confirm Passphrase** fields.
7. Click on the **Next** button.



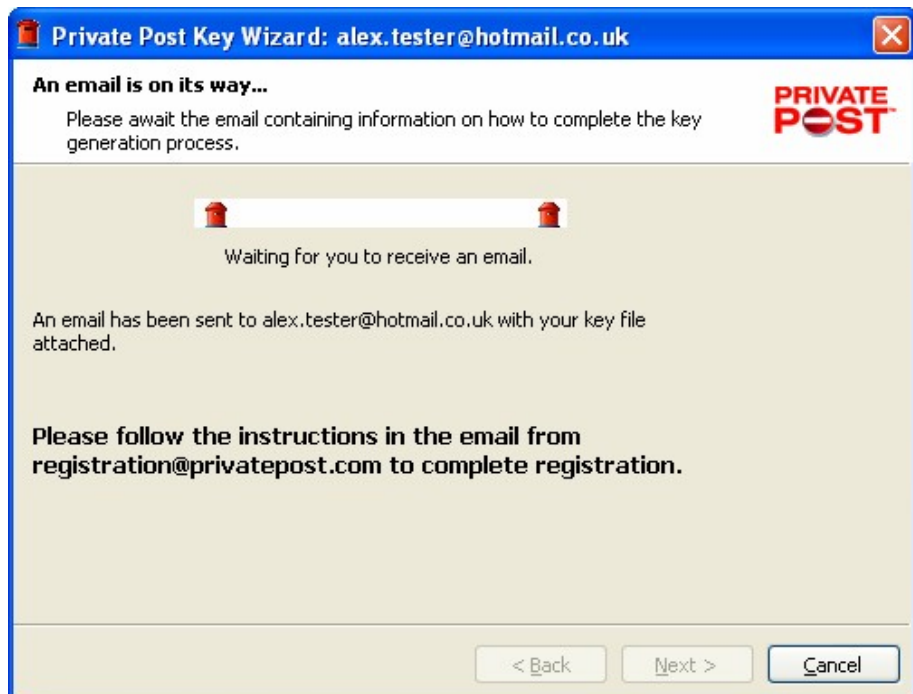
8. Private Post Reader is downloaded and installed.



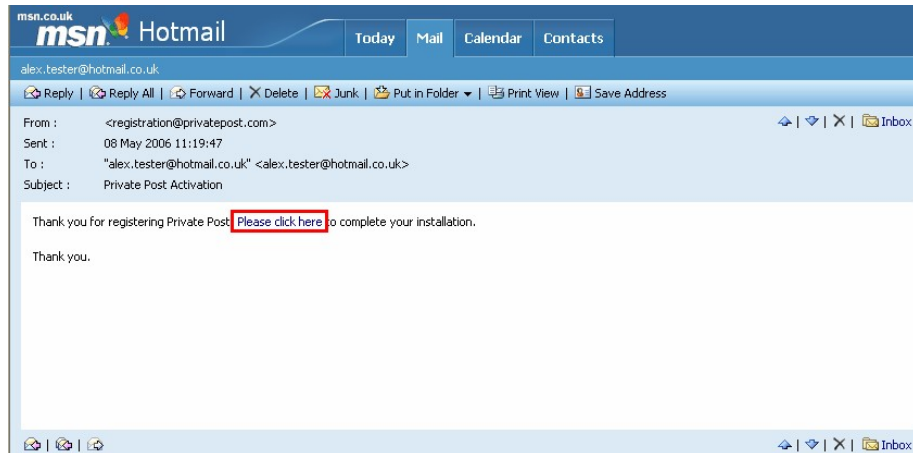
9. Click on the Next button to register Private Post Reader.



10. Your Private Post Key is generated. An email is sent to your registered email address.



11. Open your email, for example, Hotmail.
12. Open the email you have received from **registration@privatepost.com**.
13. Click on the **Please click here** hyperlink in the email.



14. The passphrase confirmation window is displayed. Type your passphrase into both fields and click on the **Next** button.



15. Your Private Post key is registered.

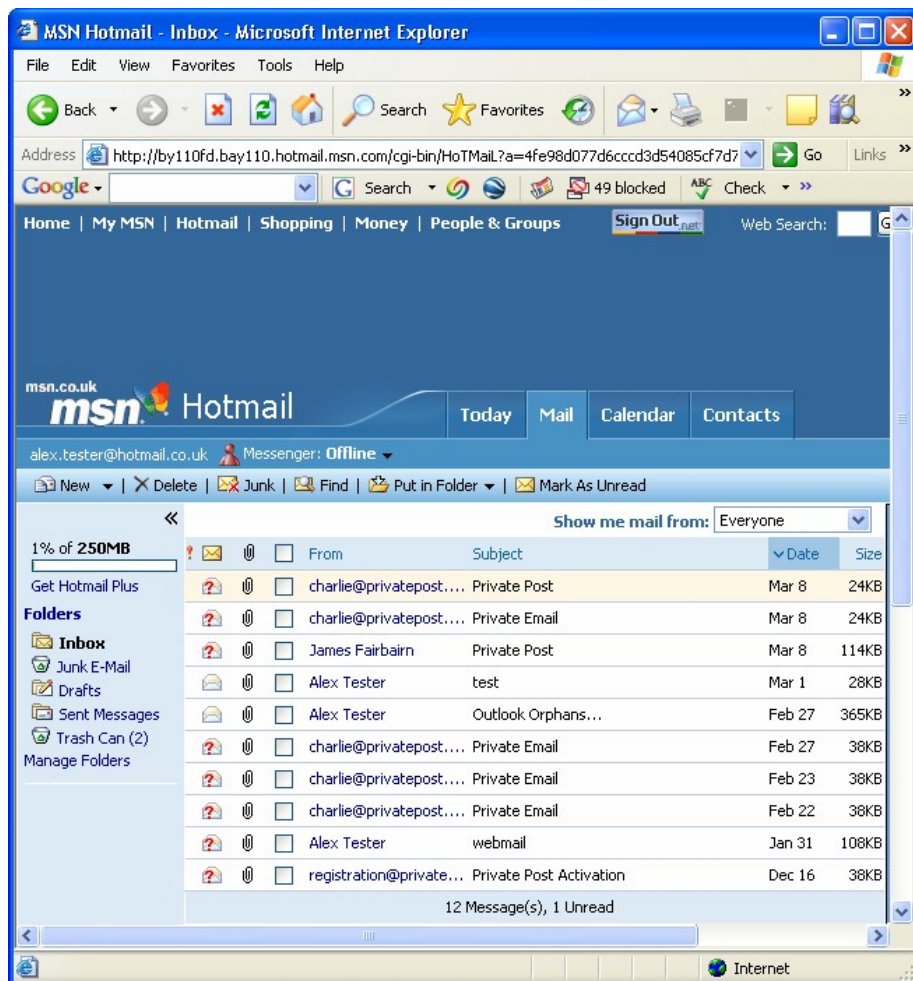


16. Click on the **Finish** button. You are now ready to use the Private Post Reader for Windows XP.

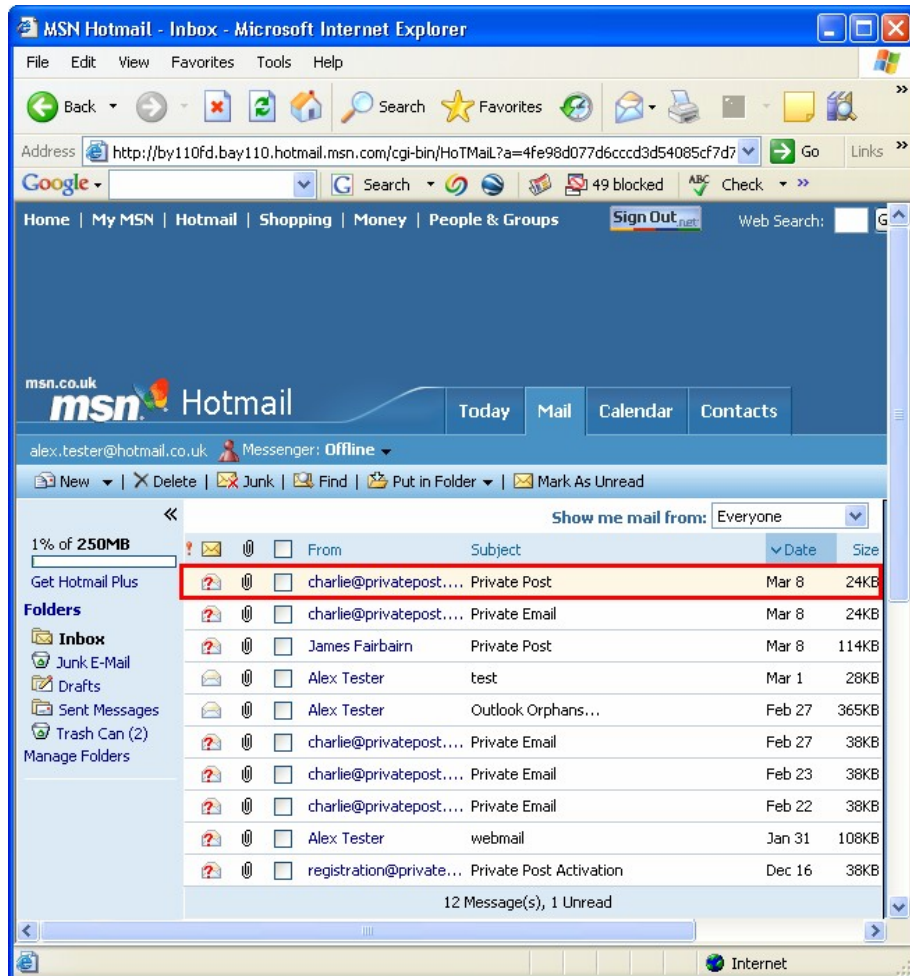
## Read Private Post

To read your Private Post email using the Private Post Reader:

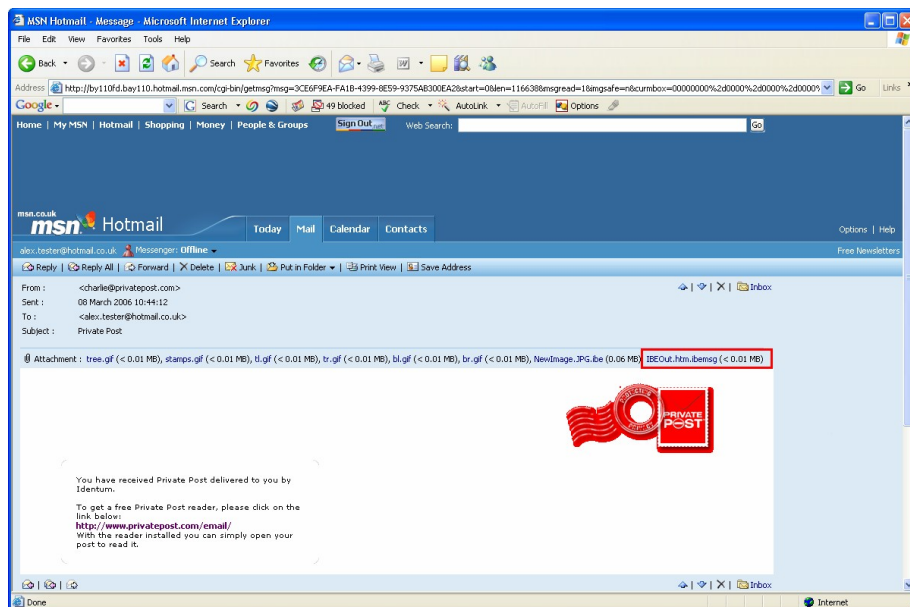
1. Open your webmail account, for example Hotmail.



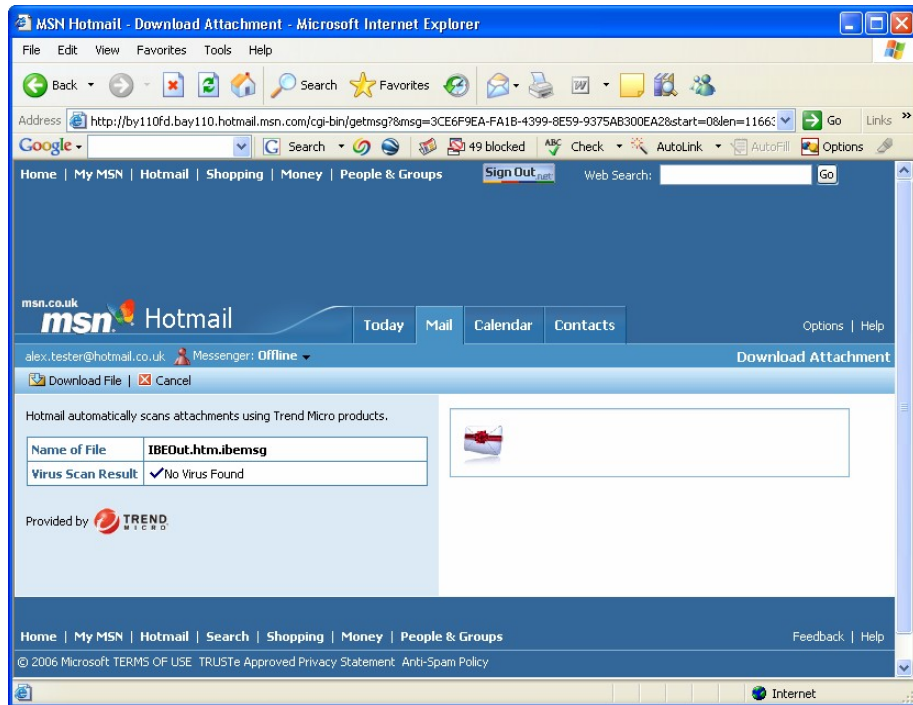
2. Click on the private email to be opened.



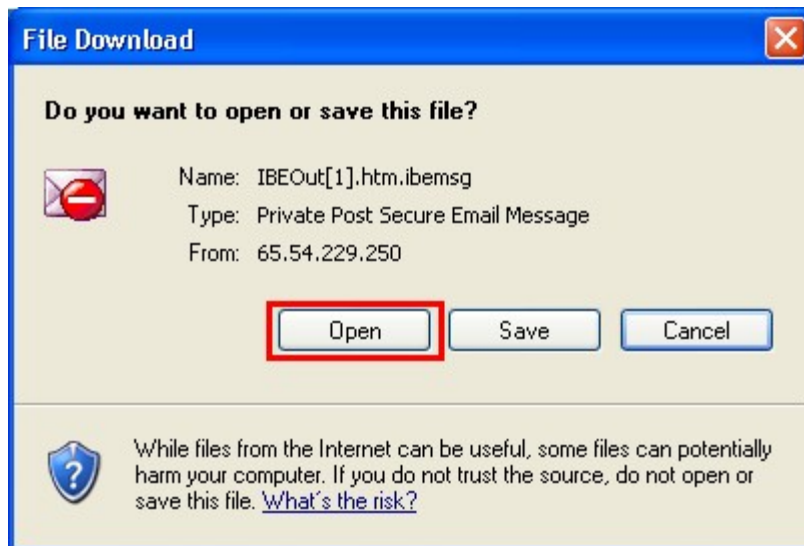
3. Open the message attachment with the suffix **.ibemsg**. This contains the encrypted part of the message.



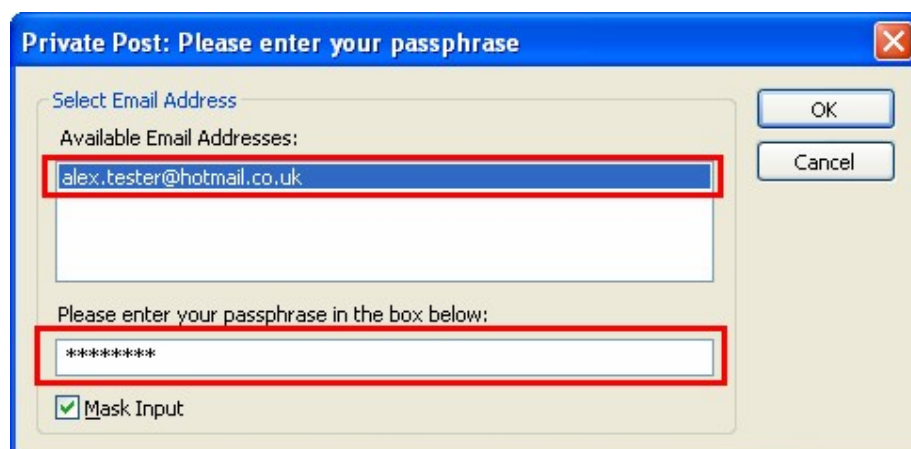
4. Download the **.ibemsg** message attachment.



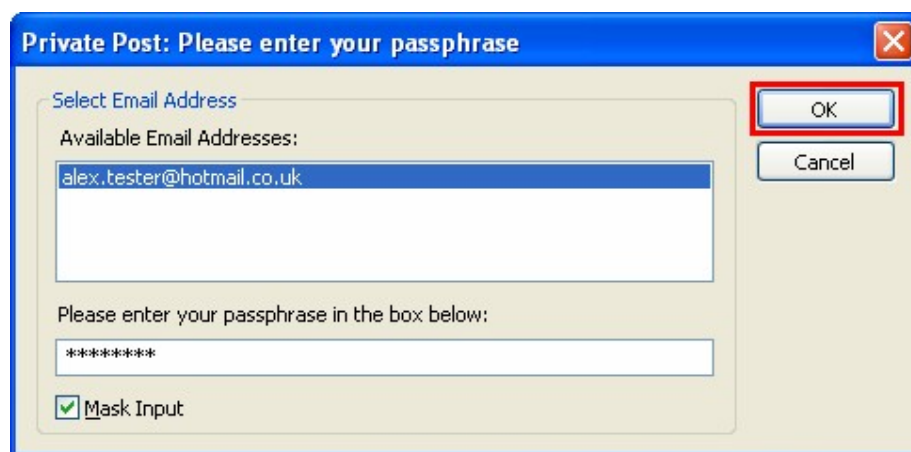
5. Click on the **Open** button.



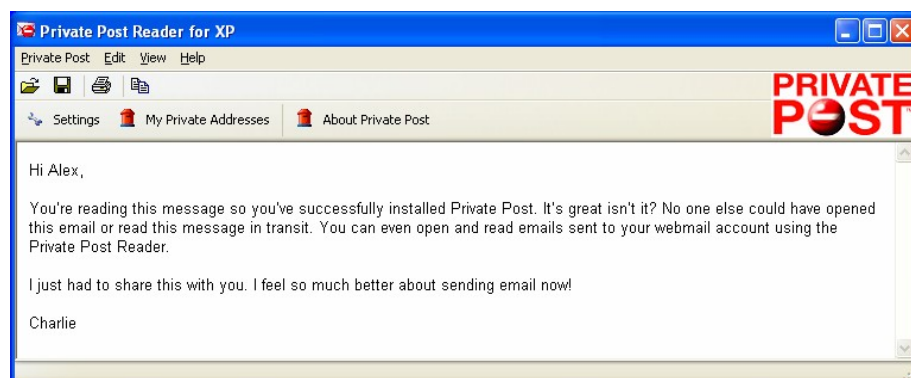
6. Select the email address Private Post is registered to and enter your passphrase.



7. Click on the **OK** button.



8. The private message is opened.

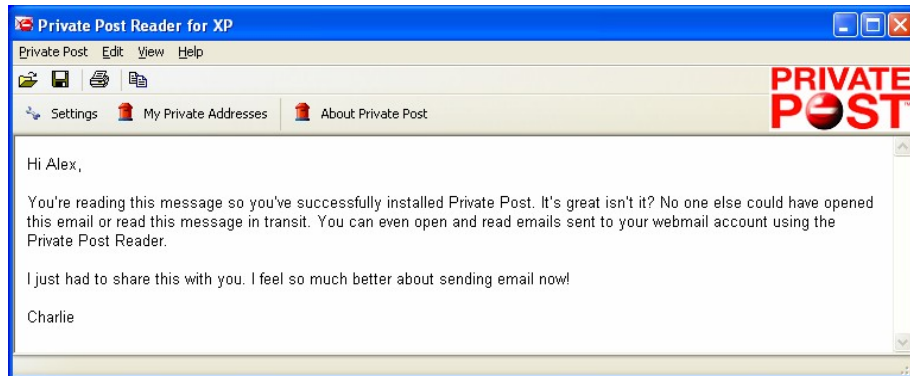


17. If there are any further attachments to the message that you want to see, repeat steps 3 to 8 clicking on the other attachments as required.

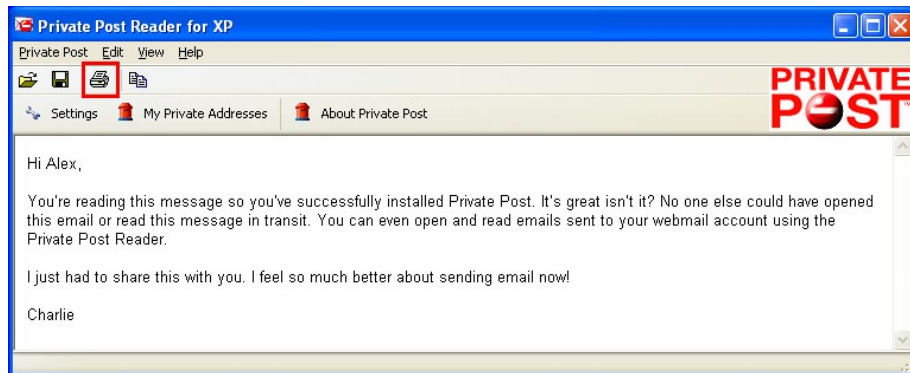
## Print Messages Using Private Post Reader

To print messages you have opened using Private Post Reader:

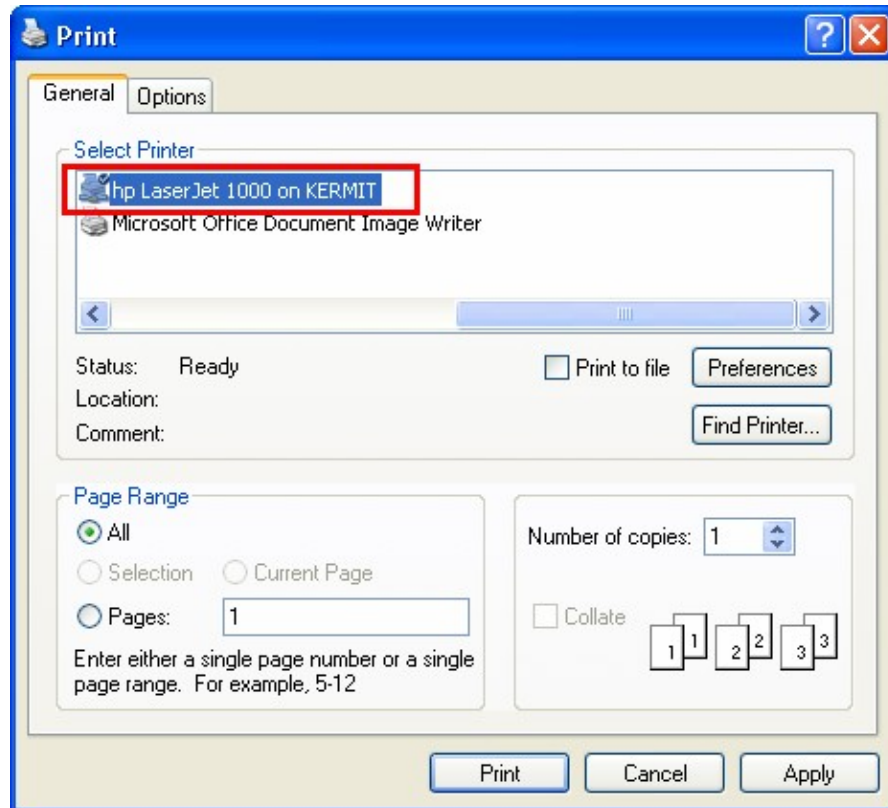
1. Open your Private Post so that you can view it using the Private Post Reader.



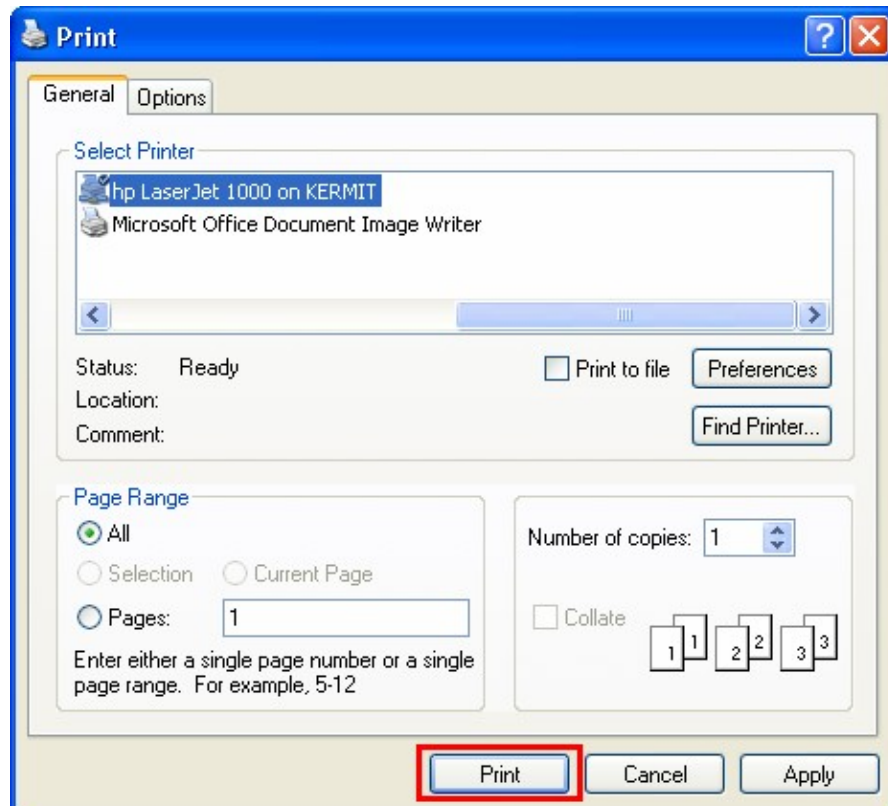
2. Click on the **Print** button in the toolbar at the top of the window.



3. Select your printer from the list of available printers shown in the **Print** window.



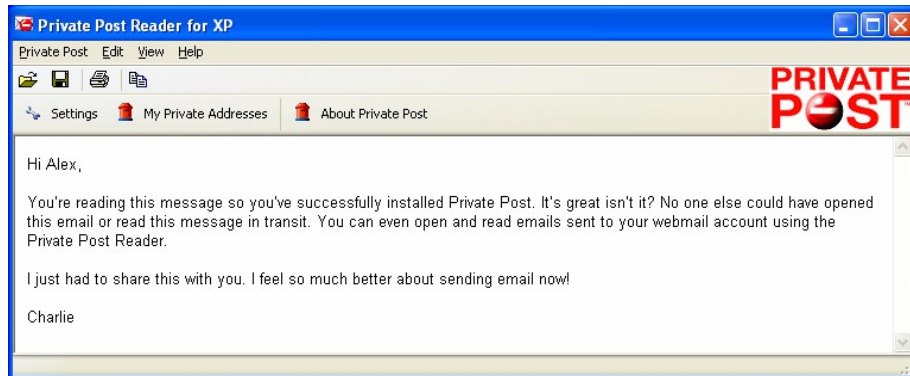
4. Click on the **Print** button.



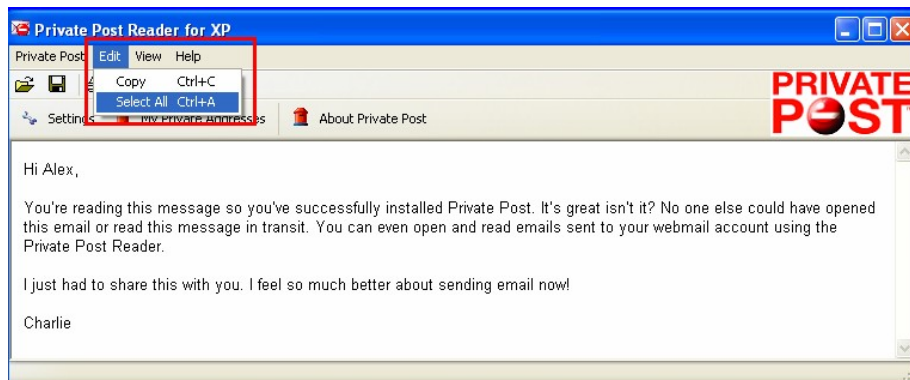
## Copy Your Private Post Messages

To copy your private email messages to another application:

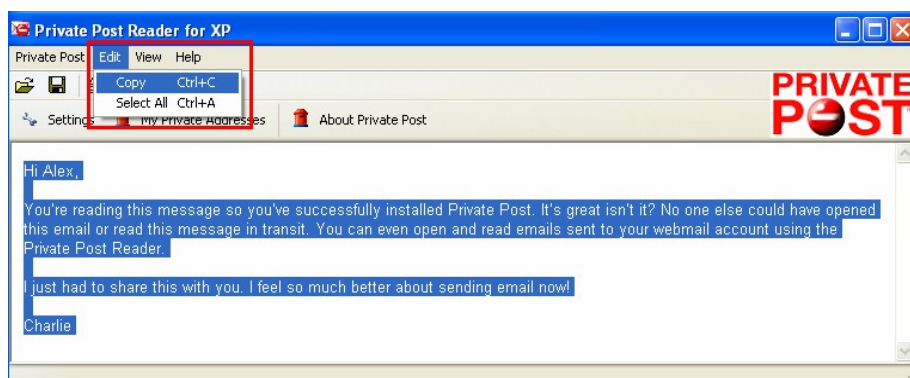
1. Open your Private Post so that you can view it using the Private Post Reader.



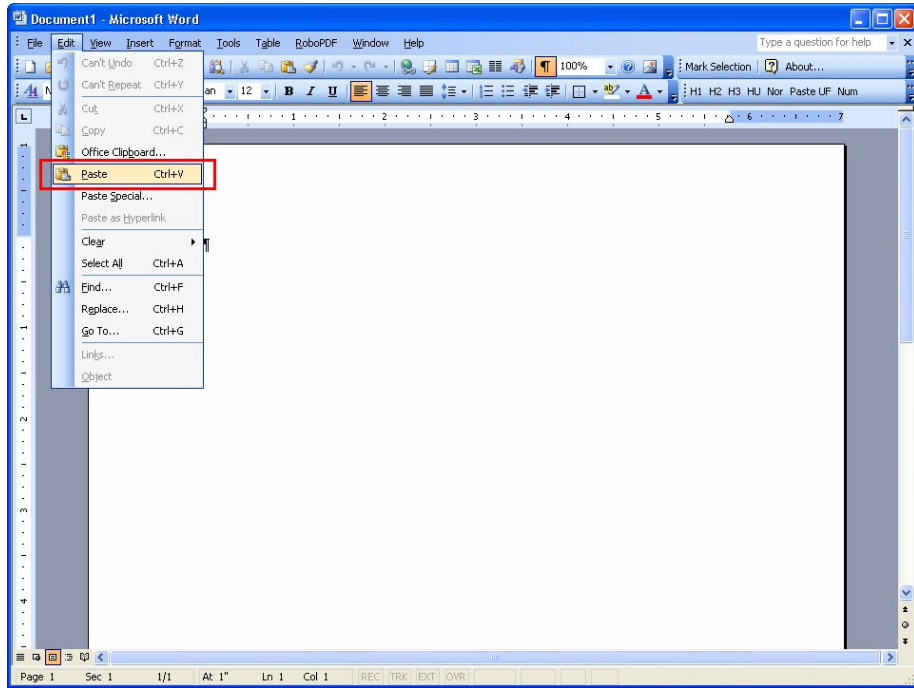
2. Click on **Edit > Select All** from the menu at the top of the window..



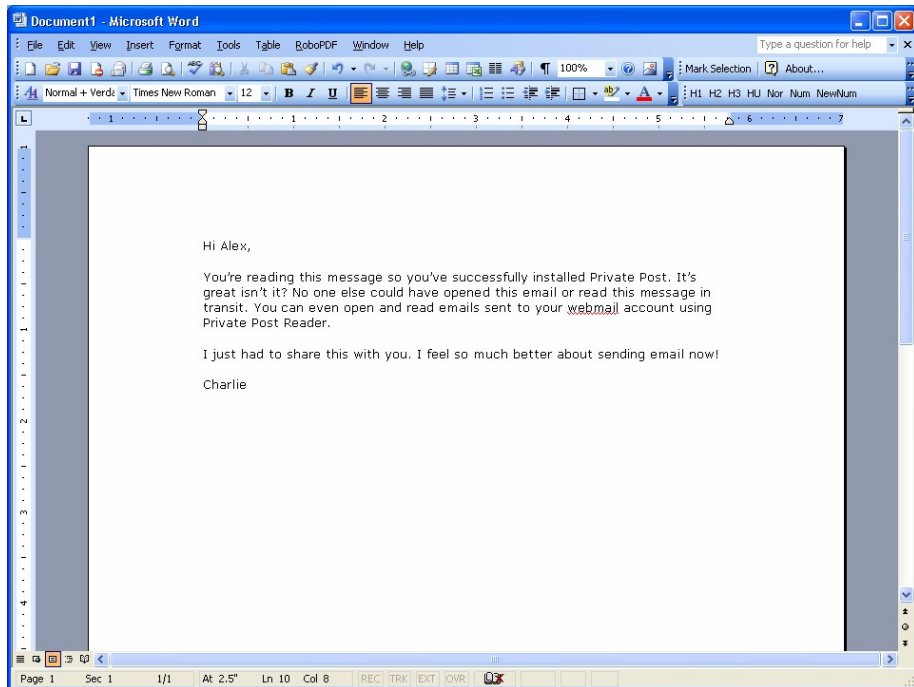
3. Click on **Edit > Copy** from the menu at the top of the window.



4. Open the application you want to paste the message into, for example Microsoft Word, and click **Edit > Paste** from the application menu bar.



5. Your message is pasted into the new application.



**HQ/Europe**

Identum  
The Quad  
Stubbings Estate  
Henley Road  
Maidenhead  
Berkshire  
SL6 6QL  
United Kingdom  
+44 (0)1628 82 82 80  
euinfo@identum.com

**North America**

Identum  
13800 Coppermine Road  
3rd Floor  
Herndon  
Virginia 20171  
United States  
+1 703 234 7916  
usinfo@identum.com

**Asia Pacific**

Identum  
17/F The Kwangtung  
Provincial Bank Building  
409 Hennessy Road  
Wanchai  
Hong Kong  
+852 2591 1801  
apinfo@identum.com

**Australasia**

Identum  
PO Box 5066  
West Chatswood  
Sydney  
New South Wales  
1515  
Australia  
+61 (2)9410 9965  
ausinfo@identum.com

[www.privatepost.com](http://www.privatepost.com)  
[www.identum.com](http://www.identum.com)