

CSR Creation and Installation for Access Essentials 2.0

How to generate an SSL Certificate CSR in Citrix Access Essentials

1. Open the Access Essentials "Quick Start Tool."
2. From the Setup tab, select "External Access," then "Manage External Access," then click Next in the wizard.
3. Select the option to "Direct to this server" to access from the internet through a firewall, then click Next.
4. In the "Public address" field, enter the publicly accessible domain name of your server (the domain name or address through which the server can be accessed externally, e.g., server.domain.com), then click Next.

Please note that Cisco Access Essentials will not let you generate a request for a WildCard certificate (*.yourdomain.com). If you were planning on using a WildCard in Access Essentials, please contact our support for information on alternatives.

5. Enter your organization's legally registered name.
6. Enter, if required, an entry for the organizational unit field to be included in the certificate, then click Next.

The organizational unit is meant to be the name of your department within the organization (frequently this entry will be listed as "IT," "Web Security").

7. Enter the appropriate geographical information of your organization and click Next.
8. Click the option to "Manually submit the certificate request to a Certificate Authority" and then Next.
9. You will then be prompted to save the CSR and then click Finish.

Remember the filename that you choose and the location to which you save it. Please send the CSR file to us for our process.

Installing your SSL Certificate in Citrix Access Essentials

1. Open the Access Essentials "Quick Start Tool."
2. From the Setup tab, select "External Access," then "Manage External Access," then click Next in the wizard.
3. Choose the option to "Enable external access and complete pending certificate request."

If the option mentioned above is not available (the pending request could have been lost or deleted, or never generated in the first place), you will want to follow our instructions for generating a certificate request in Access Essentials.

4. Browse to the your_domain_com.crt file that you received and click Next, and then Finish.

This will complete the first phase of the installation process.

Next you will want to install your intermediate certificate.

5. Double-click the IntermediateCA.crt file (it can be on your desktop) and click the link to "Install Certificate..."
6. At the bottom of the General tab, click the "Install Certificate..." button. This will start the certificate import wizard. Click "Next."
7. Choose to "Place all certificates in the following store", and click "Browse".

8. Click the "Show physical stores" box, then expand the Intermediate Certification Authorities folder, select the underlying Local Computer folder, and click ok. Hit "Next", then "Finish."
9. Your intermediate certificate is now installed. Restart your server to complete the certificate installation.