

Kryptofile

USER AND INSTALLATION GUIDE

INSTALLATION INSTRUCTIONS

To install Kryptofile you need do the following:

1. Download the installer to your PC or insert the installation CD into your PC.
2. Find and double click Kryptofile.exe.
3. Enter the installer password.
4. Follow the installer's instructions to complete the installation.

The installer will install Kryptofile on to your PC.

KRYPTOFIle PERSONAL SECURITY KEY

Attach a USB memory stick to your PC and copy the provided Kryptofile Security Key file to this memory stick.

You must keep this USB memory stick safe and secure. This memory stick contains the encryption code used to protect your documents.

You should take a backup of the security key. If you lose this key then you will not be able to read any of the documents that you have protected using Kryptofile.

Do not keep the USB memory stick attached to your PC if you are not using the PC.

HOW DOES KRYPTOFIle WORK?

Kryptofile will create a Kryptofile archive for each document that you protect. The Kryptofile archive is saved on your PC. You can use Kryptofile to protect any type of PC document or file.

The Kryptofile archive contains a copy of your protected document. This document is saved in an encrypted form.

When you open a Kryptofile archive, Kryptofile extracts the protected document, decrypts it and places a copy of the document in a folder called My Kryptofile Documents and then loads the document into its associated application. Once you have finished reading the document the document is deleted from the My Kryptofile Documents folder.

KRYPTOFILE PERSONAL AND LITE

Kryptofile is available as Kryptofile Lite or Kryptofile Personal. The two products are identical in all respects.

Kryptofile Lite is free and can be downloaded and used without any restrictions. You will be prompted to enter a pass code when you protect or read and file using. You can use the same pass code when protecting all documents or you can use different pass codes for different documents.

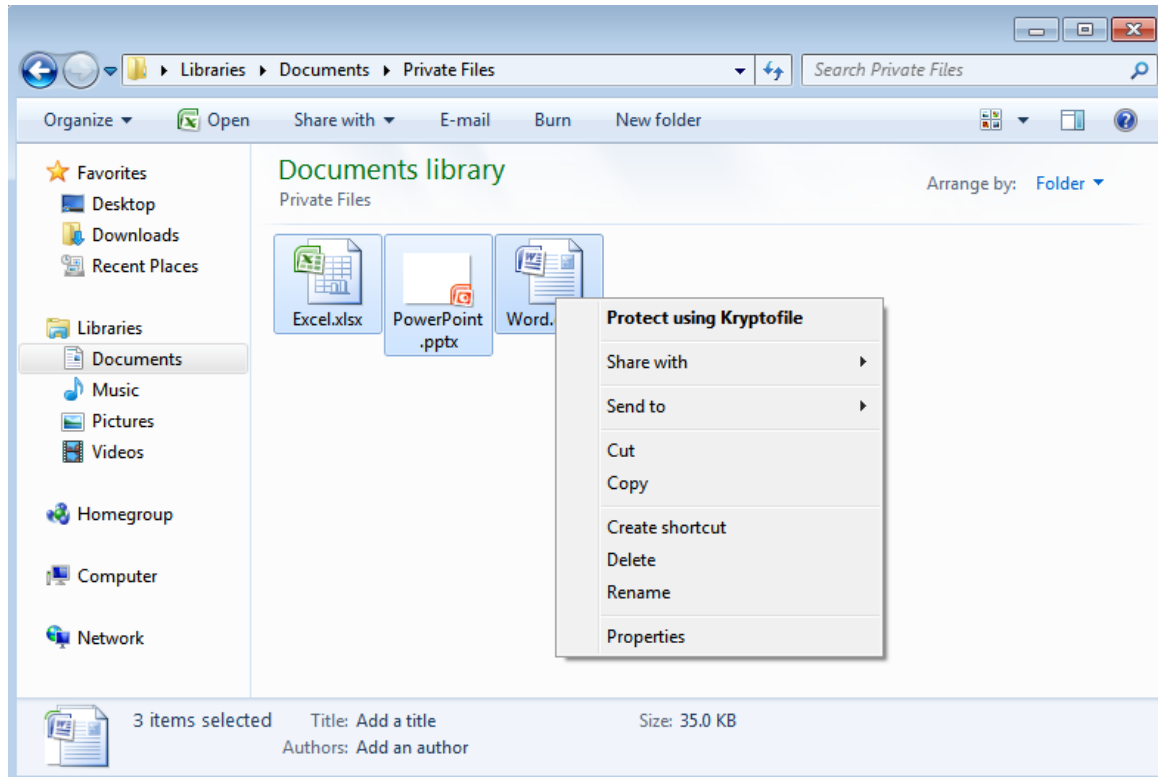
Kryptofile Personal includes a strong encryption key. The encryption key is provided as a file. You should copy the key to a USB memory stick and you must attach this to your PC when reading and protecting documents.

The Kryptofile encryption key provides a stronger and more secure encryption.

PROTECTING DOCUMENTS

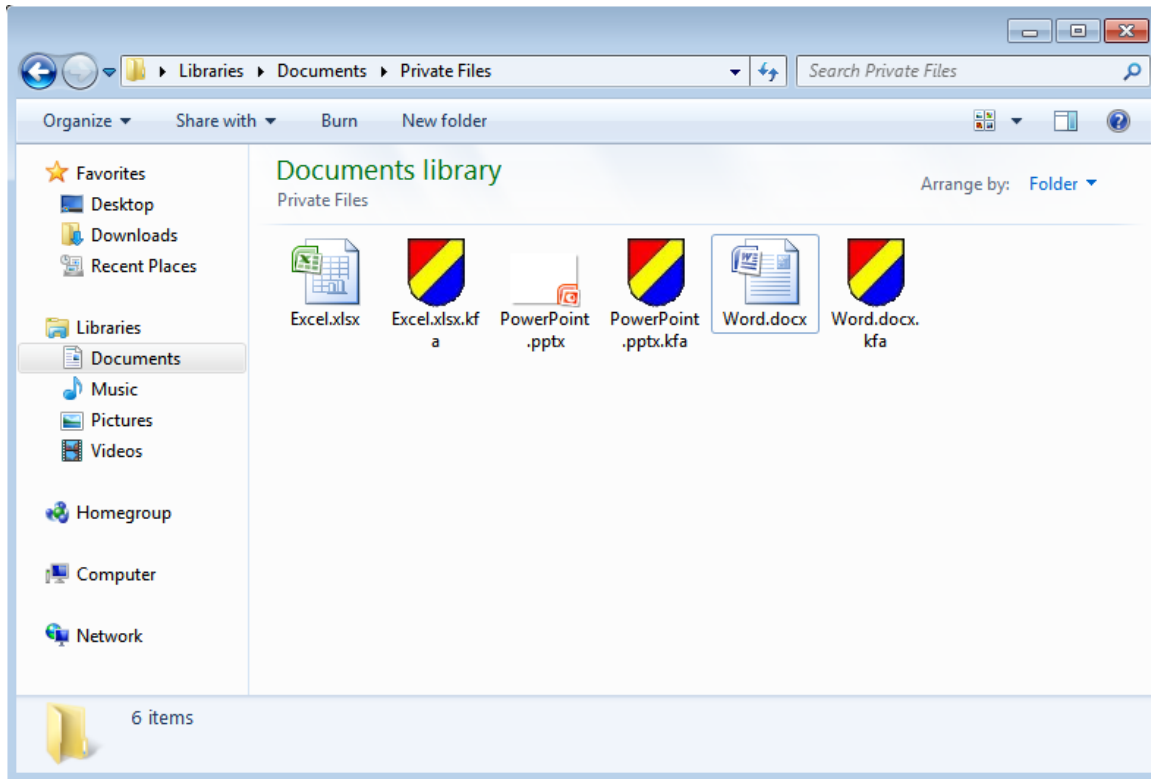
To use Kryptofile to protect documents on your PC you need to do the following:

1. Use the Windows Explorer to find the documents that you wish to protect.
2. Select the documents that you wish to protect.
3. Click the right mouse key. This will bring up a menu.
4. Select the **Protect using Kryptofile** command.



If you have attached a USB memory stick with a valid Kryptofile Security Key then Kryptofile will use this key to encrypt your files. Otherwise Kryptofile will prompt you to enter a security code. Enter a phrase or a sequence of numbers and characters. The longer the sequence the stronger the encryption.

Kryptofile will encrypt the selected documents and save each one in a separate Kryptofile archive. Kryptofile will protect all the documents that you have selected.



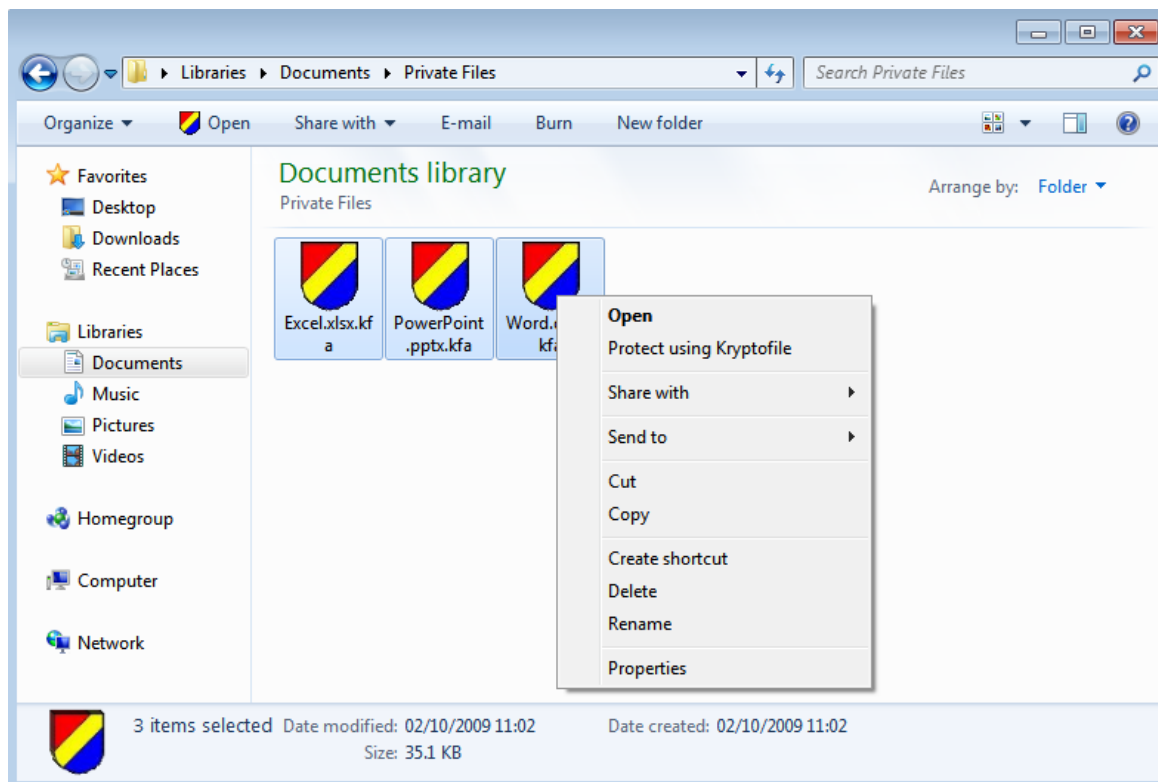
You should read the protected documents to make sure that your documents can be read. If all is OK then delete the original documents that you protected and keep the Kryptofile archives.

Your documents are now saved in the archives and cannot be read by any user unless the user has a copy of your Kryptofile security key.

READING PROTECTED DOCUMENTS

To read a protected document you need to do the following:

1. Use the Windows Explorer to find the Kryptofile archive that you wish to read.
2. Select the archive that you wish to read.
3. Click the right mouse key. This will bring up a menu.
4. Select the **Open** command.



If you have attached a USB memory stick with a valid Kryptofile Security Key then Kryptofile will use this key to decrypt your files. Otherwise Kryptofile will prompt you to enter a security code. Enter a phrase or a sequence of numbers and characters. The key or pass code used to decrypt must be the same as the one used to encrypt.

Kryptofile will decrypt the selected document and open it using its associated application. For example, Word documents will be opened using Word for Windows. The decrypted document is copied to a folder called My Kryptofile Documents.

You can now print or read the document. Once you are done close the application and Kryptofile will delete the decrypted document from the My Kryptofile Documents folder.

If you select multiple archives then Kryptofile will only open the first one selected.

MODIFYING A PROTECTED DOCUMENT

To modify a protected document you need to the following:

1. Use the Windows Explorer to find the Kryptofile archives that you wish to read.
2. Click the right mouse key. This will bring up a menu.
3. Select the **Open** command. Kryptofile will open the protected document using its associated application.
4. Save the opened document to any location other than the My Kryptofile Documents folder.
5. Make your changes to the saved document.
6. Protected the updated document.

TAKING A COPY OF A PROTECTED DOCUMENT

If you wish to get a copy of a protected document from a Kryptofile archive then you need to do the following:

1. Use the Windows Explorer to find the Kryptofile archives that you wish to read.
2. Click the right mouse key. This will bring up a menu.
3. Select the **Open** command. Kryptofile will open the protected document using its associated application.
4. Save the opened document outside the My Kryptofile Documents folder.

WHAT YOU CAN DO WITH KRYPTOFIle ARCHIVES

Kryptofile archives are very similar to normal PC files. You can copy, move, attach, e-mail and delete them.

Kryptofile archives are unreadable in their native format and can only be read using a PC to which the encrypting USB memory stick is attached.