

MilitaryCAC.com

CAC (Common Access Card) help for your home computer or personal laptop.

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Installing the CAC Reader Driver

Note: This is only IF your computer did not automatically install the driver

To install a driver onto your computer for any of the CAC readers on the first page, you will need to first download the correct driver for the hardware you purchased, I have drivers on the [first page](#) of this CAC website.

Unzipping - Save the zip file to a location of your choosing. Once you have the zip file downloaded, open up the zip file (Windows XP built in zipping program). Copy the folder inside to a new folder. It will unzip the contents. If you are using WinZip, use the Extract button. It will ask you where you want to save the extracted files to, I recommend your desktop. Click the desktop icon on the left. Push the little yellow folder in the upper right corner of this active window. It will prompt you for a name for the folder (type in CAC Driver). Hit OK, then select Extract (lower right corner of this window). You should now see your new folder on your desktop to open up. Keep this for a later step.

Windows XP - Right Click My Computer, Select Properties, Go to the Hardware tab, Select Device Manager, Select the + next to Smart card readers. Right click on SCR33x USB Smart Card Reader. Select Update Driver, then No, not at this time, Next, Select Install from a list or specific location (Advanced), Next, Unselect Search removable..., Select Include this location in the search:, now hit Browse, find the folder we made a few moments ago. All you have to do is select the folder and hit OK, Next, It should do the rest on its own. Select Finish when complete.

Windows Vista - Right Click on Computer, Select Properties. Select Advanced system settings (left side of

screen), select Continue if you get the Windows needs your permission message. In the System properties window, select the Hardware tab. Click the Device Manager button. Scroll down to Smart Card Readers. Select the + next to it. Right click the SCRx31 USB Reader, Update Driver software. Browse my computer... Select Browse and then desktop (or wherever you decided to make the folder). Select the folder and then OK. Next, Your driver will be installed.

For the Dell Keyboards - Double click the .exe files, they will self install



ActivClient is the software that allows your CAC reader to communicate with your Windows OS (Operating System)

<https://www.us.army.mil/suite/doc/7757891?inline=true>

Go to the above web page (you will be prompted to enter your AKO username and password), A yellowish line will appear at the top of your browser window. Click it for your options. (Here is where AKO feels that you need to see its homepage instead of the page you are trying to get to). My recommendation is to minimize this page, and click on the web page link again. Now you will see a PDF titled: CAC Middleware Disclaimer. Read the disclaimer, at the bottom you will click the link titled: "I Acknowledge that I have read and that I understand the statement above." From this page, scroll to the bottom. If you have not registered, here is your opportunity to do so. Once registered, it will refresh this page. Scroll to the bottom again. Click on the words Installation Files. Guess what? The page will refresh again, scroll to the bottom and select the link titled ActivClient 61 (**this version works on both XP and Vista**). Scroll to the bottom of the page AGAIN. Click on ActivClient 6_1 for CAC. (unless you have a 64bit version of Vista). You should now be prompted to Run, Save, or Cancel. Since this file is 29.9 MB, I recommend to Save [to a location you can find in a little while].

Once downloaded, open the .zip file titled: ActivClient 6_1 for CAC, double click Start.exe (the one with the little white box with a blue line across the top), it will give you a Compressed (zipped) Folders Warning. Select Extract All, Next, It will now ask to put it in the same folder as where you downloaded it at. I recommend just putting a back slash (\) at the end of what it shows in the directory. Select Next, (it is now extracting your files into a new folder). Once it finishes, push the Finish button. Select Start, Run, Install, Install / Upgrade Now, Run, Next, Select "I accept the terms...", Next, Install, (It might prompt you to close some of your open programs). Uncheck the Show the readme file box (unless you want to read it). Hit Finish. It now wants you to restart your computer. Unless you have this printed out, remember to add this site to your favorites (link at top of [home page](#)), so you can come back and finish the rest of the installs.

PLEASE NOTE: The following Operating Systems are **NOT SUPPORTED** by the ActivClient applications mentioned above: any x64-bit edition of Windows (other than 6.1 version for Windows Vista), Windows ME, Windows NT 4, Windows XP Tablet PC Edition or any earlier versions of Microsoft Windows and non-Microsoft OS' such as



If you only want the CAC software to access AKO or to digitally sign the forms, you need the latest DOD Certificates

<https://eportal.ctnosc.army.mil/>

You will need your AKO logon and password to access the site. Once on the webpage, click **DoD Root Certificate** on the left of the screen. Click the **InstallRoot v2.22A** link on the page to download. Save it to your computer. Double click the folder titled: InstallRoot_v2.22A Double click file inside the zipped folder titled: InstallRoot_v2.22A, Select Run, Run. It will open up a black window. When it reads "Type the return key to terminate," Hit the Enter key on your computer keyboard. This program installed all of the latest DOD certificates to your computer.

Pure Edge Viewer is a new forms program the Army is migrating to and will eventually replace Formflow).

https://ascp.monmouth.army.mil/scp/nocost/pure_edge.jsp

NOTE: You may have to register for this site when you get there. You will be using it a few more times. So, it is well worth your time.

Click the Link Titled: Download Software, (you will be prompted to logon with your AKO or CAC now). Click the link titled: PureEdge Viewer application, I recommend Saving it to a location like your desktop or My Documents. Once it is downloaded, double click the file titled: PViewer650DODJ12 (Custom IFCX-v3) (14Feb06), Select Run, Yes, Next, Yes, Next, Next, (uncheck Launch the application box), Finish

To get DA forms go to the [Army Publishing Directorate](#) website, click on [DA Form](#) find the form you want (in the range of form numbers). Right click the form you want in the column with XFDL, Save Target As. Save it to your computer and you will have the form for later. You can also click the link, it will open up your Pure Edge software automatically. You will use the Save As link at the top of the page to save your form.

The Approve It software makes it possible for you to digitally sign forms utilizing your CAC

on some DA forms (like OER's & NCOER's) when using Pure Edge Viewer program

https://ascp.monmouth.army.mil/scp/nocost/silanis_approvelt.jsp

Click the Link Titled: Download Software, now click on link titled: Silanis Approvelt Desktop Software, I recommend Saving it to a location like your desktop or My Documents. This is a large file (31.2 MB), so, it could take while to download. Once it is downloaded, double click the file titled: AGM-Approvelt-5-8-2.zip), Copy the folder titled: Approvelt 5.8.2 to your desktop (this extracts the files). Double click the setup file. (It might just say setup, it will an icon that looks like a little computer), Select Run, When this program gets done installing, it will just end. Now is a good time to [do this](#).



Do this before digitally signing your first PureEdge form:

Close PureEdge (if it is open). Go to: C:\Program Files\ApproveIt\, double-click the icon that looks like a wrench titled: "AprvCfg.exe". On the Signature Method tab, make sure the radio button is on the bottom choice - "Sign using a certificate or smart card." Don't change anything else. Click Apply, then OK

After you click "Sign" in PureEdge, it may take a few minutes for the list of certificates to pop up. Be patient. Choose the certificate that doesn't say Email, and put a check in the box that says "Use this certificate as default."



Digitally signing a form seems very confusing at first

With a form open and your CAC inserted in the card reader
Single click the area that looks like a little slanted pen with some writing after it
Read the disclaimer, hit OK
Click the word *Sign*
Select your name, then OK
You should see your name, once you do, click the word *Sign*
It will prompt you for your PIN, type it in, then select OK
Once you read *Signature is valid*, Select OK
You have now signed your form



If your organization uses DTS (Defense Travel System) download DBSign

<http://www.defensetravel.osd.mil/dts/site/index.jsp>

To be able to use DTS on your Windows Vista Internet Explorer 7 browser, you will need to go to: Tools, Internet Options, Security and click on the Internet Security option. Then uncheck the box for Enable Protected Mode.



Symantec Antivirus

https://www.acert.1stiocmd.army.mil/Antivirus/Home_Use.htm

Note: There are now only 2 versions available, one for 32 bit, & one for 64 bit processors. (Most users have the 32 bit version). To check **XP**, Right click My Computer, Select Properties. If it doesn't say 64 bit, you have a 32 bit Operating System. To check **Vista**, Right click Computer, Select Properties. Under System, System type you see either 32 or 64 bit Operating System.

(I've noticed that when you install this version that most websites are blocked by the Firewall). My recommendation is that you do not install the Firewall when you install on your home computer. Continue to use the Windows XP or Vista Firewalls.



Discounts on New Computers obtained through the **Army Small Computer Program** (Now called CHESS (Computer Hardware, Enterprise Software and Solutions)).

<https://ascp.monmouth.army.mil/scp/b2b/vendors.jsp>

You will "Punch-out" to different companies that sell through ASCP



Microsoft Home Use Program (HUP)

<https://ascp.monmouth.army.mil/scp/software/hup.jsp>

PLEASE NOTE: You will need to scroll down towards the bottom of the page (once you logon with your AKO account). Look for the sentence in red. Highlight the program code number, (Right click and copy it). Now select the link <https://hup.microsoft.com> The next screen is self explanatory. You must use your AKO email address. Paste in the number into the program code box. Now wait for an email from them to your AKO account. When you get the email you must use the special link (this is a one time only use link). Click the tab titled Microsoft Office Desktop Programs. Select what product you want from the drop down. Select Add to Basket. Fill in your billing information. You can select a different ship to address. Select Proceed to checkout. Fill in your credit card information. Select I accept. Now wait for your

product to be delivered via USPS. IF you want other titles, you have to go through the entire process again.

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