

Security is a top priority at San Diego County Credit Union. As a result, we are using an email encryption tool to enhance security and protect information. Email encryption is the best way to secure confidential emails. Opening an encrypted email is easy and you don't need any special tools to do it. Follow these easy instructions.

First time users:

1. You will receive an email notification when we send you a secure message.
2. Open the email and the attachment securedoc.html.
3. Open the document in your web browser.
4. A page with a Cisco Registered Envelope will open (see graphic below).
5. You will be prompted to register. (Required for first time Cisco Registered Envelope Service users only. If you have already registered with this service, there is no need to do so again.)
6. Click the Register button.
7. Enter your first and last name.
8. Select and confirm your password.
9. Select a short Personal Security Phrase for added security. (Your selected phrase will display on the Cisco Registered Envelope every time you open a secure message from SDCCU®.)
10. Select and answer the security questions.
11. You will receive an activation email.
12. Click the link within the email to activate your account.
13. Return to the Cisco Registered Envelope by opening the attachment you saved in step 2.
14. Enter your password and click Open.
15. The secure email message will open in your browser.

Opening a secure message:

1. You will receive an email notification when we send you a secure message.
2. Open the email.
3. For best results, save the securedoc.html attachment to your desktop, then open it in your web browser.
4. The Cisco Registered Envelope page will open.
5. Enter your password and click Open.
6. The secure email message will open in your browser.

Replying to a secure message:

1. Click Reply.
2. Enter your message and the recipient's email address.
3. The recipient will receive a secure message reply.

