

## a.- Generating the public and private key

- Using PuTTYGen (Windows)
  - Generate Key Pair using the PuTTYGen application
  - Save the Key Pair
- Delivery of the public key to WIPO

### Using PuTTYGen (Windows)

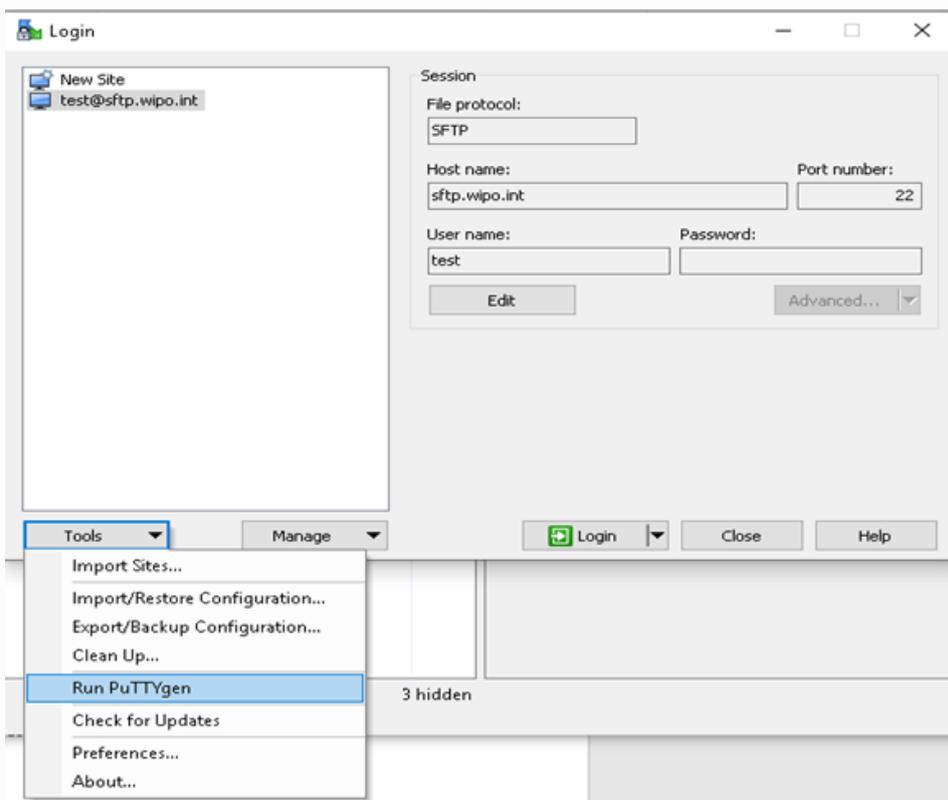
PuTTYGen can be installed separately or together with WinSCP (Free Windows SFTP/SCP client)

**i** It can be downloaded from :  
As part of WinSCP - downloaded from <https://winscp.net/>  
or  
PuTTYGen(alone) - download from <https://www.puttygen.com/>

After downloading the package, run it.

If you chose WinSCP, select your desired language and then select "Typical Installation", which includes PuTTYgen and Pageant. Follow the installation instructions.

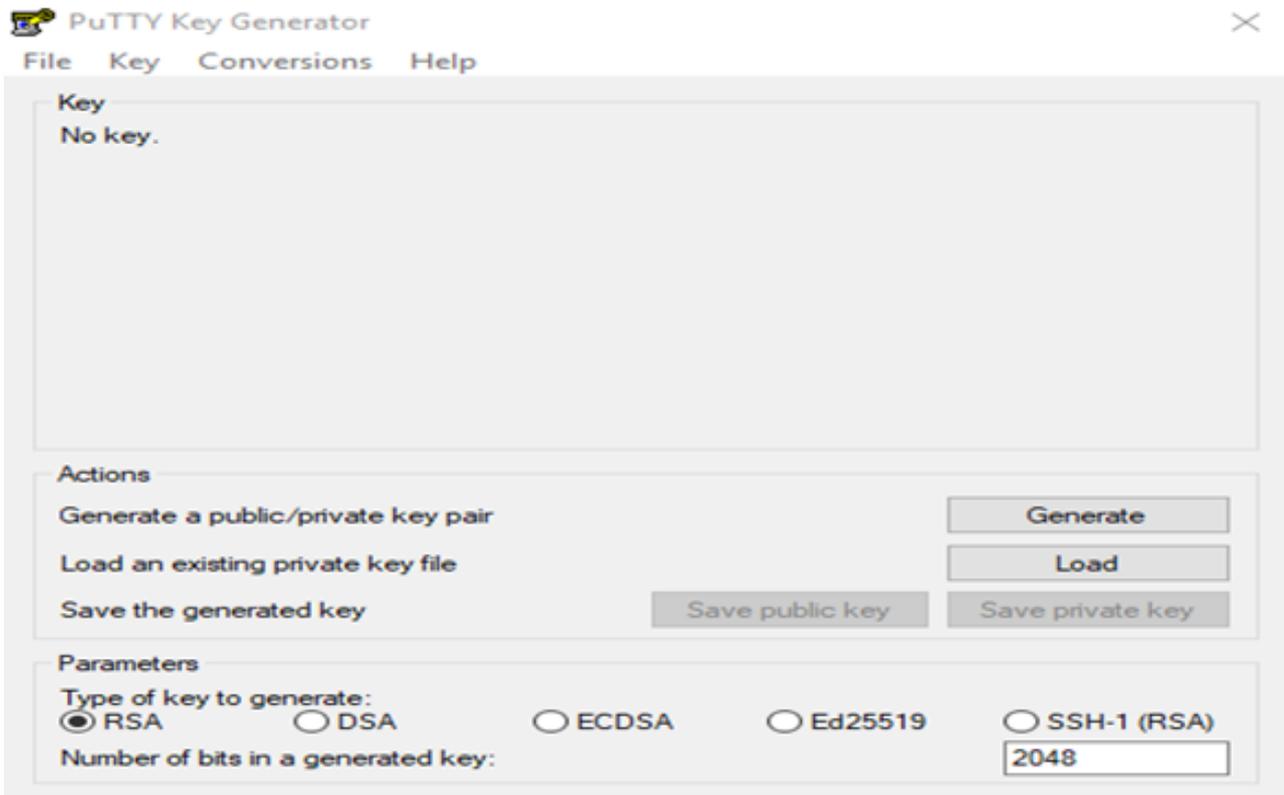
**i** For WinSCP, after installation finishes, you can find PuTTYGen in the menu:



### Generate Key Pair using the PuTTYGen application

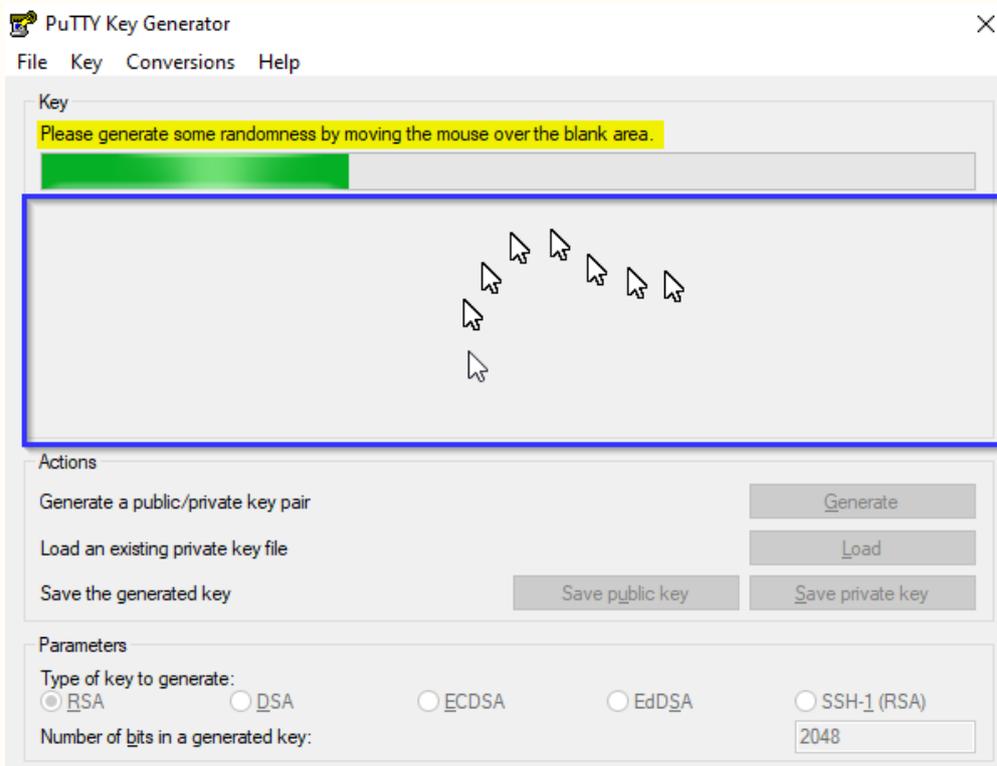
In both cases the PuTTYGen usage is the same, it is used to create the authentication keys as explained below:

- Select "RSA" for the "Type of key to generate", with 2048 bit key size or greater.
- Press the "Generate" button and follow the instructions on the screen.

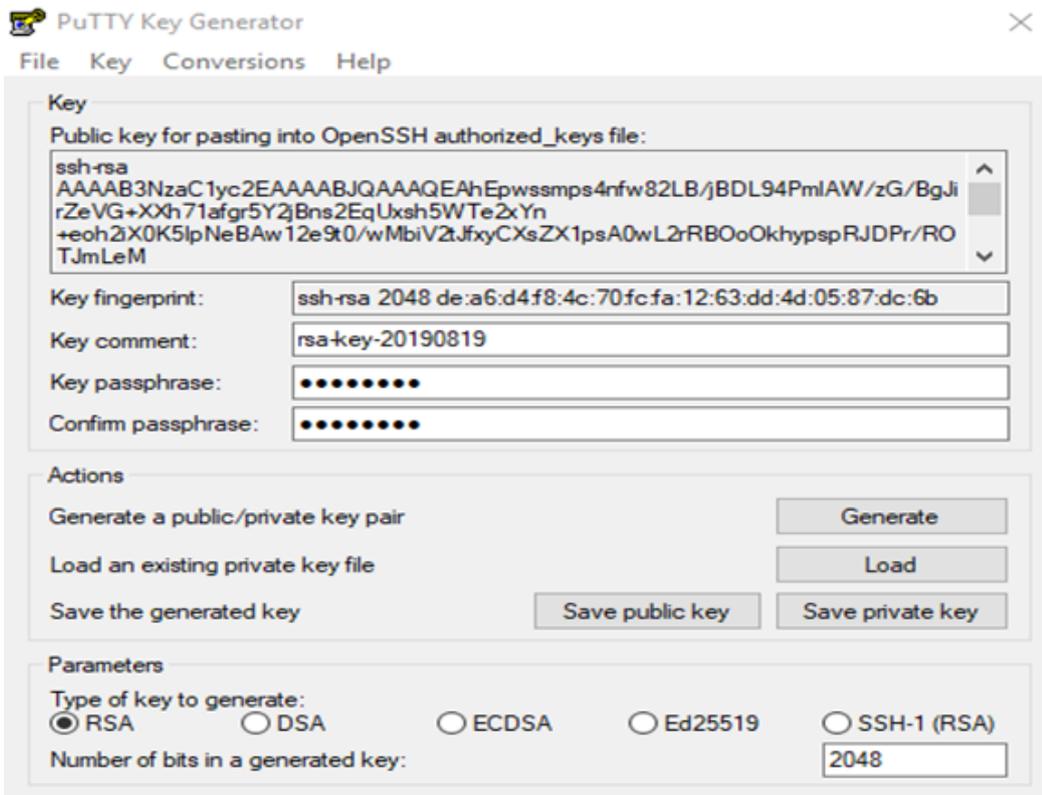


**Important**

Please note that, as indicated, you will need to move the mouse cursor within the indicated area in order to complete the process:



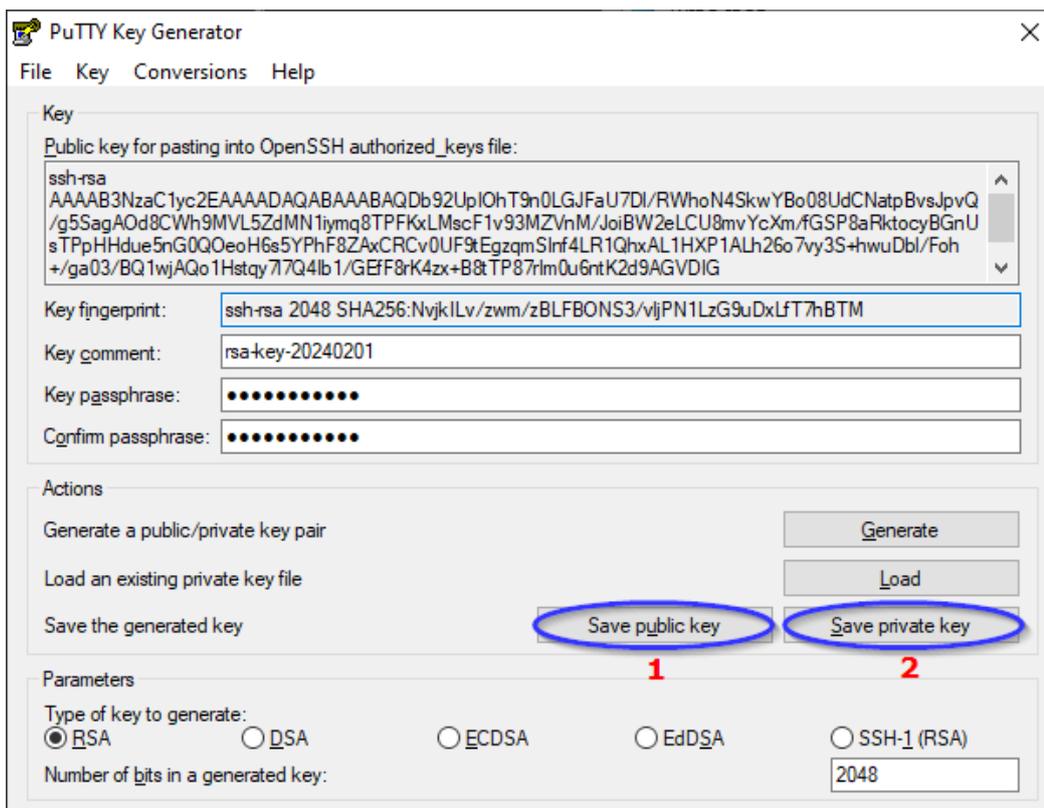
- When the key generation is complete, the screen looks like below:



- Enter a strong passphrase and **remember it**. You will be prompted to type it when you use this key. The passphrase is never sent to the remote server.

## Save the Key Pair

1. Press the **"Save public key"** button to save your public key. Name it using the suggested account name, with the extension ".pub" (Example: *ipob\_jsmith.pub* or *ipob\_cr.pub*)
2. Press the **"Save private key"** button to save your private key. Give it the same name but with ".ppk" extension (*ipob\_jsmith.ppk* or *ipob\_cr.ppk*)





Be aware that the format of the key should only be RSA SSH2.

If you view the public key with a text editor, will look like something like this:

```
1  ---- BEGIN SSH2 PUBLIC KEY ----
2  Comment: "rsa-key-20200929"
3  AAAAB3NzaC1yc2EAAAABJQAAAQEAiVqHjz/BttZOetV0G/Wctfyy1m+f5RMTz1bS
4  +bSG1zWgf5He9zmq46y/B2pVxY7UxQWD5C/xdV5s/P+h+KuOD7NM4ARZFF7VozeH
5  8UW2G06U5+sdkfjasldkfjs1ospdfsdi21323sfZL2MNbiiIWg2YR15GQI1K73kO
6  2at7Kv0B193qr97ZXpE2/mmxQlgZ2GVLZBJM+e0qGqS0irDzPjwDGLr9qExs1i39
7  1foDoSDYvIr8y6e+ktE1vxAQR48xiY13Ybils92gpcbkP01xMw+2Tdid8qTAV1zm
8  uuWdogFceh+nDn91ZTE8Vm2sUu2R+/E00HexT/EH+0aARCRhhw==
9  ---- END SSH2 PUBLIC KEY ----
```

Be aware that the sequence of characters will be different and unique (is random characters generated by the process described above).

## Delivery of the **public key** to WIPO

Rename the files using the suggested account naming convention.



### Account Naming Convention

Example for individual:

- Private Key: **ipob\_jsmith.ppk**
- Public Key: **ipob\_jsmith.pub**

Example for IPO (using country or organization two-letter code according to [WIPO ST.3](#)):

- Private Key: **ipob\_cr.ppk**
- Public Key: **ipob\_cr.pub**



Email your **public key** to your support contact copying the ipas mailbox ([ipas@wipo.int](mailto:ipas@wipo.int)).



**NEVER SEND THE PRIVATE KEY!** Keep it safe.