

OPEN OFFICE PROJECT

DOCUMENT SIGNING GUIDE

FEBRUARY 2021, 2nd

Adobe Acrobat Reader is Recommended !

To check if PDF signed using a certificate, because the signer identity is embedded, reason , & location as well as the certificate issuer.

You can also see the expiry date of the signature. For the demo purpose, certificate expiry is set to 1 year. No timestamp or document revocation provided (CA issuer is not real anyway).

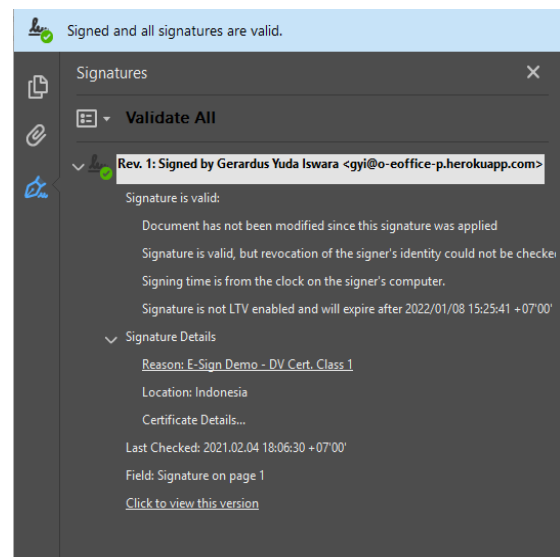
Is there anything else we can see?

Yes, notice the *“certificate details..”* in the right picture?

For many reason, don't ignore this, for security reason.

Why Acrobat ?

Listen, whatever you choose doesn't matter. If your preferred app can see info like this :



That is good then. This is E-Signature, not scratching pen on the paper, if you can't see any info on the signature, how do you know if the document was edited?

Next Thing is the Signing Page!

What is this Page ?

A Web Page. ._.

See the component on the right side ?

It is simply a form actually, just make sure to fill the passphrase field. You can see the passphrase there. But first of all, drag the QR first. Wherever you want, or at any page, your choice.

Please Drag the QR on the pdf container.



Or Sign on
the next page

STATE OBSERVER :

**try to resize & all value will also changes*

QR SIGNATURE

X POSITION :

0px

Y POSITION :

0px

QR WIDTH :

101.94px

QR HEIGHT :

101.94px (114.69)

PDF CONTAINER

CT WIDTH :

728.23

CT HEIGHT :

955.87

**scroll a little to refresh value*

PAGE SELECTED

IN PAGE :

1

TOTAL PAGE :

6

SIGNING FORM

CERT PASSPHRASE :

Input : 2020v2

SIGN PDF

Monthly Report - OPEN E-OFFICE PROJECT

Department : Software Development and Testing

Wherever – Floor 99, Indonesia

Date : 31st January 2021 **Section Head** : Me – Document & Archive Management

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.

Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.

Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum :

298

586

890

209

Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum :

459

WHATEVER – GOOD

Reported and Signed At :

Date – Month – Year

Me – Section Head of
Doc. & Archive Management