# To Do

| ✓ | Step | Task |
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| ☐ | 1 | Watch the following video explaining all the details |
| ☐ | 2 | Build portal where clients can sign in, be assigned a specific userID (which will be used as companyID in digitaFirma API to identify this client) and access all their previous signed documents from here. This portal should NOT store any information, it will just have buttons and when the user clicks on them,, make API requests that will send the client the requested action |
| ☐ | 3 | The clients sign in and sees a portal like this https://drive.google.com/file/d/1o1IrpG2_KZ5MVcjczSAgpIuoOEcEJ6n1/view?usp=sharing |
| ☐ | 4 | The client clicks "Nueva firma" which means new signature. The client can skip the next window that shows in digitaFirma, because he can not chose PAdES option |
| ☐ | 5 | We will only have "Firma Electronica Avanzada" option available, NOT PAdES (PDF) |
| ☐ | 6 | The client selects the document he wants to esign |
| ☐ | 7 | The client can visualize the document selected |
| ☐ | 8 | The client is asked if he will sign this document. the client is asked to add all the people signing the document and the option "¿Quieres validar la identidad del firmante" should always be ON. This field is called (rfc) in the API and it will always be ON by default, we DONT ask the clients for this. The client must enter either the RFC or the CURP of the person signing (both values are the same (rfc) value in the API, they are not separate, the client can enter either of those and the certificate with which he will be signing will validate both and check if its really the person signing who needs to sign. After the people who will be signing the document are added in this screen https://drive.google.com/file/d/1M5dF8qa6JpzXWwxTluZZ-mwc8Ol0ak_e/view?usp=sharing |
| ☐ | 9 | Then the witnesses of the signed contract must be added or ""espectadores", in this screen, we can keep this screen the same https://drive.google.com/file/d/1jz3H5EYMmqMlrRPJSNNIKUkJuK5lMmX2/view?usp=sharing |
| ☐ | 10 | Then, the option to choose, the order of people signing must be shown, this is very important for a sale contract for example, we can keep the same screen, and the choice to activate order of signing should always be ON by default, not even ask the client. Just to let him drag and drop the order, like this https://drive.google.com/file/d/1mApoNguemk7yhVoyJMhCGXbdb-dxxqgD/view?usp=sharing |
| ☐ | 11 | Then the summary should show, with the same options available (reminders or "Recordatorios") and dont show PDF personalizado, this we will create ourselves without any branding or logos, like this image https://drive.google.com/file/d/1B12dpjNbp3UfX9WVs5_ChWoCPryKE8SA/view?usp=sharing |
| ☐ | 12 | The client clicks Finalizar (Submit). |
| ☐ | 13 | Depending on the number of people signing the document, he has to pay via paypal 19.00 MXN per signature. After paying, everything then gets send to digitaFIrma API |
| ☐ | 14 | The people who need to sign get an email, we need to do a template similar to digitaFirma, just change colors. the witness also gets an email and updates from people signing. Once everyone signs, everyone gets an email with the generated PDF and XML document |
| ☐ | 15 | The API starts making requests and all the information gets sent to digitaFirma to generate everything. Nothing gets stored in our side or in our platform |

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| ☐ | 16 | The people who need to sign, go through the same process, they arrive at our site, create an account and access to their requested documents, sign, and then they will have buttons to request the documents sent again by email, whenever they want. We do NOT store any documents, certificates or passwords that they provide |
| ☐ | 17 | After everyone signed, each account can access to the website and check next to each document available to their clientID, the following options only: Constancia de conservacion (conservation certificate), XML, PDF Firmado (signed PDF), Validar documento (validate xml of document) like the image here https://drive.google.com/file/d/1DMXYOzVVtImsv4Tk1ufDV7IJOIoIf75p/view?usp=sharing |
| ☐ | 18 | Our website has to have a "Validador de XML" button, where clients can check their xml file validity |
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# To Do

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