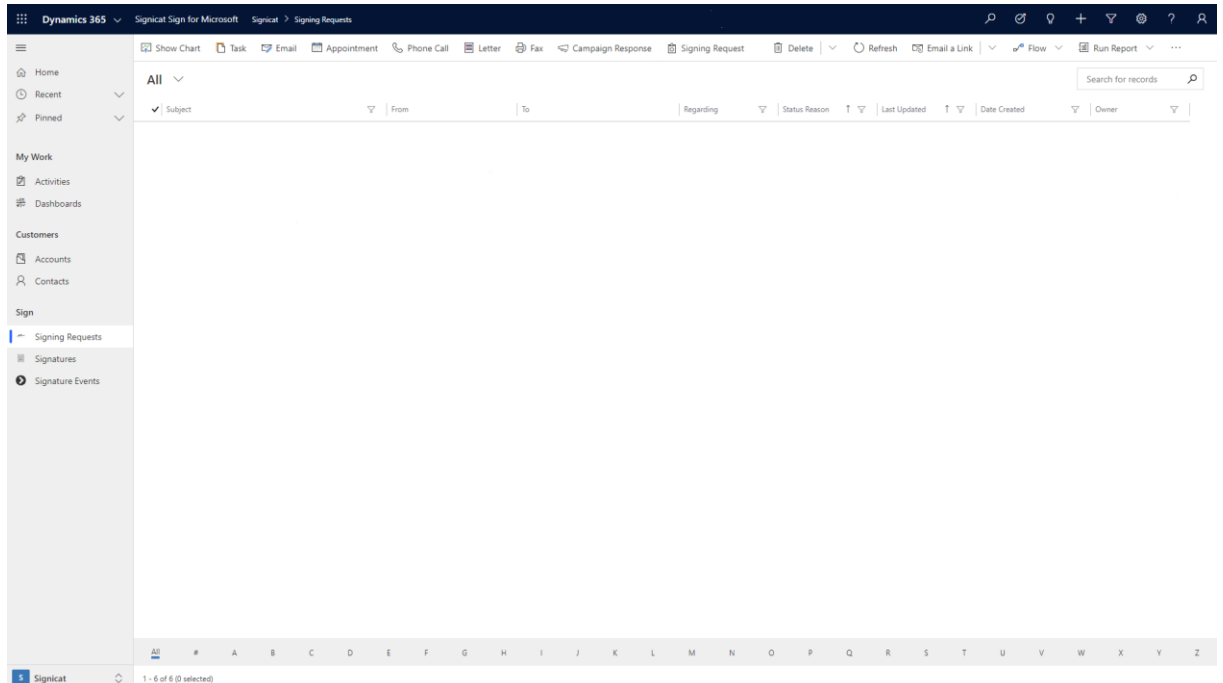
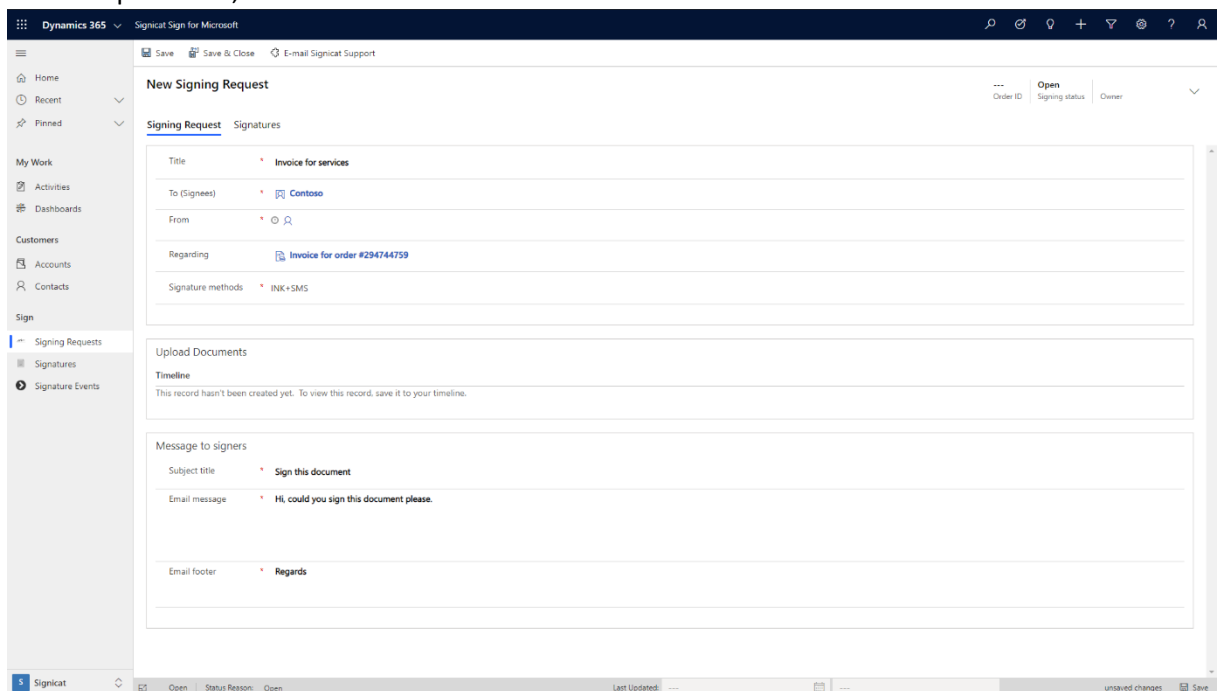



Using Signicat Sign for Microsoft Dynamics 365

1. On the left side menu, click **Signature requests**. To create a new signature request, on the top toolbar, click **Signature Request**.



2. Fill in the necessary information. This is where you select the relevant signing methods attached to the document which requires signing. When all mandatory fields are populated, on the top tool bar, click **Save**.



3. To attach document(s) click  (**paperclip**) and browse to the correct document. When the document(s) are attached, click **save**. The Signing request is now ready to send, which is

done by clicking **Send** on the top toolbar.

The screenshot shows the Dynamics 365 Signicat Sign for Microsoft interface. The top navigation bar includes 'Dynamics 365', 'Signicat Sign for Microsoft', and a breadcrumb trail: 'Signicat > Signing Requests > Invoice for services'. The left sidebar contains navigation options: Home, Recent, Pinned, My Work, Activities, Dashboards, Customers, Accounts, Contacts, Sign, Signing Requests, Signatures, and Signature Events. The main content area is titled 'Invoice for services' and includes a 'Signing Request' tab. The invoice details are as follows:

Field	Value
Title	Invoice for services
To (Signees)	Contoso
From	[User Icon]
Regarding	Invoice for order #294744759
Signature methods	INK+SMS

Below the invoice details is an 'Upload Documents' section with a 'Timeline' tab. It contains a note titled 'Note' with the text 'Lorem ipsum.pdf' and a timestamp of '18:10'. The 'Message to signers' section includes a 'Subject title' 'Sign this document', an 'Email message' 'Hi, could you sign this document please.', and an 'Email footer' 'Regards'.

4. When the designated recipient receives the URL to sign the document, they are presented with the entire document as well as the option to sign said document.

The screenshot shows the Document viewer interface. The document title is 'Document'. The document content is a series of paragraphs of Latin text. The text is as follows:

Quo id commune delicatissimi, fabellas consequat ad vix. Tamquam dolorem qui id, vel ne populo antipam referentur, ferri facilis no pro. Ullum legimus phaedrum te pri, cum at mutat debilis gubegren, eam audiam torquatos te. Nonumy debilis petendum ne nam, oratio possidonium sit ea, pro id molestie scripserit incidit. An dolor consuluat nec, an aperiri praesent duo, at qui natum ridens floque.

Nam inani integre an, ea admodum tacimates usu, an usu aeterno fastidii. Duo ne quod utinam. El nam inermis iracundia, eligendi appareat te nam, vim timeam placerat mnesarchum cu. Mea iudico repudiare sententiae te, sonet percipit has an. Sint option consuluat id per, duo te ferri invenire.

Docendi phaedrum salutat no cum, eum an ridens ceteros vituperatoribus. Cum latine praesent ut, qui el odio animal ponderum. In doctus constituam contentiones pro. Ad vel petentium iracundia. At sed elit doming. his eligendi rationibus te, an eos quot dict.

Vide sanctus eu mea, esse vitae reformidans cum at. Pri probo doming id, esse mucus lobortis sea in. His et paulo labitur disputationi, delenit consetetur elaboraret vix eu, nec no sale putent dicunt. Brute putent ne cum, laudem populo utamur id sit. Duo in legendos expetenda, graeci impetus signiferumque pro at. Et cum solum scaevola, ut eum possidonium reprehendunt.

Te sea ignota qualique, el periculis neglegentur sit. Graeci similique ad eam, ius ut labore aliquando abhorreant. Te sit graeci possidonium comprehensam, via te munere graeco, mea an memore alterum suavitae. Essent eligendi ne sed, et usu suscipit verterem singulis. An aequo zril pro, iudico iriure splendide sed cu, lorem hendrerit quo eu. In suas facilis nam, ad verear adversarium vel. Cibo graeco et his, suas persius accusant te eos.

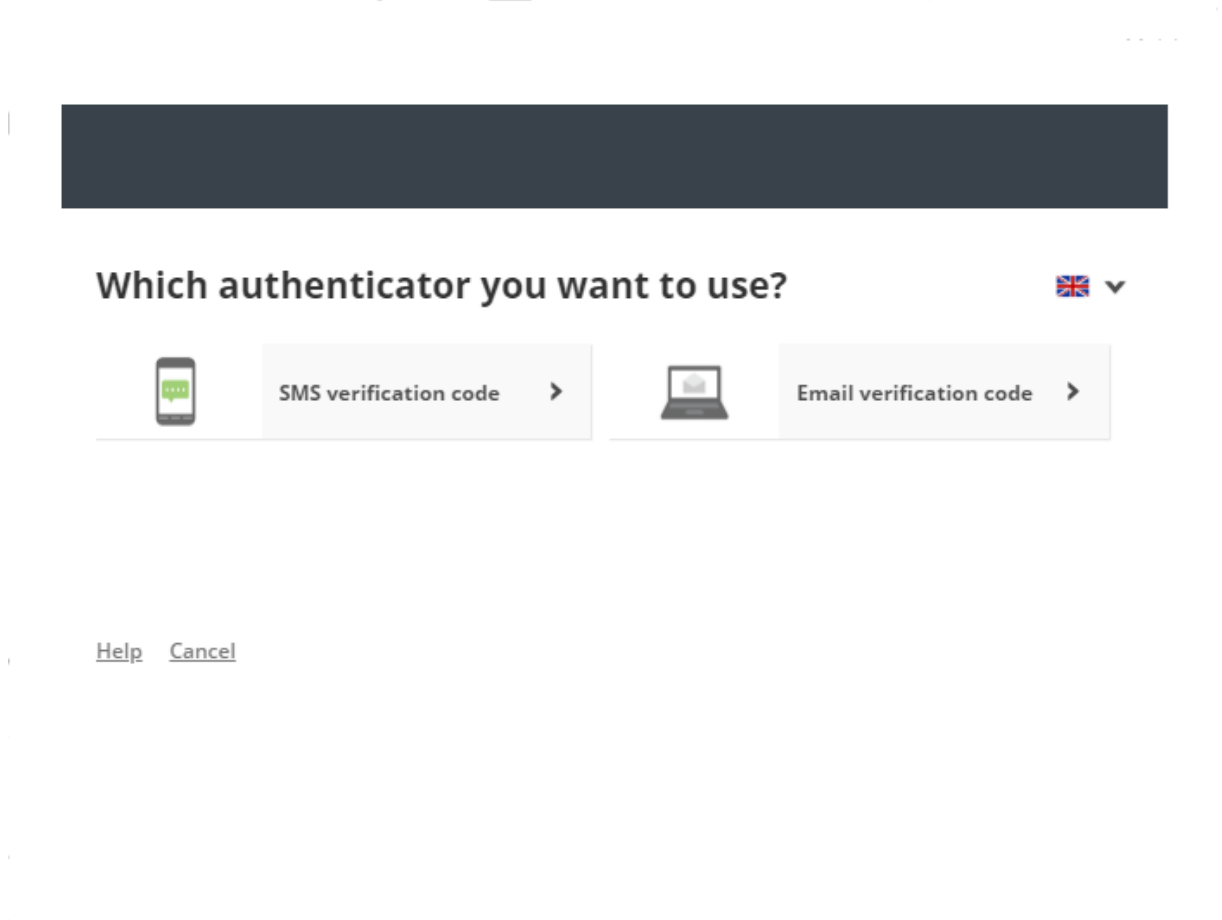
Elitr numquam pertinacia est cu. Elit sententiae mei cu. Posse ullum quaerendum per in, quo ea propriae repudiandae ullamcorper, graece invidunt interesset in cum. Qui el meis velit, sea an fient definitiones delicatissimi.

Nam at percipit honestatis. In quaestio pertinacia usu. Vim te magna mnesarchum, ea duo odio suas contentiones. Qui vitae maiorum dissentiunt no, has cu dolores reformidans, adhuc detracto el qui. In porro utamur eos, ullum loquet ancillae mea an. Quo el probatus sensibus, ancillae indoctum ex duo, vim cu nibh verear blanditi.

An definitiones necessitatibus est, fugit essent patrioque per at. Qui te maxim equidem accommodare. Tincidunt interesset cu vim, ad ius nullam fient. Populo vivendum mei ex.

At the bottom of the document viewer, there is a 'Sign document' button and a 'Page 1 of 3' indicator.

5. When clicking **Sign Document**, the signer is presented with the attached signing methods.



6. When the signature is complete, the status of the signing requests changes to **Completed** in the upper right-hand corner.

