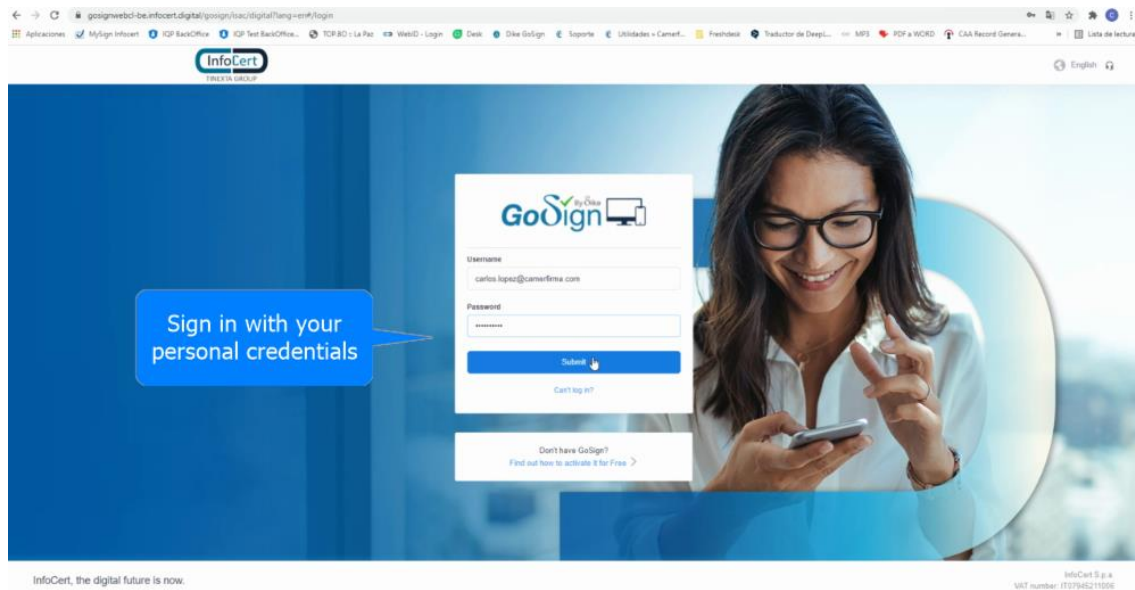


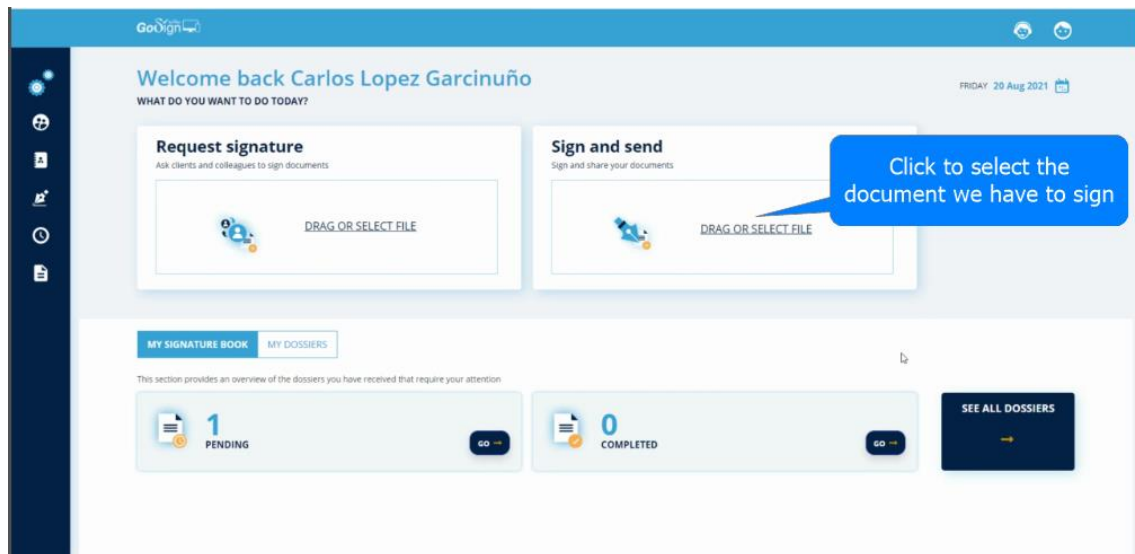
**MANUAL:**

GoSign Web Business: how to sign a document with p12 certificate

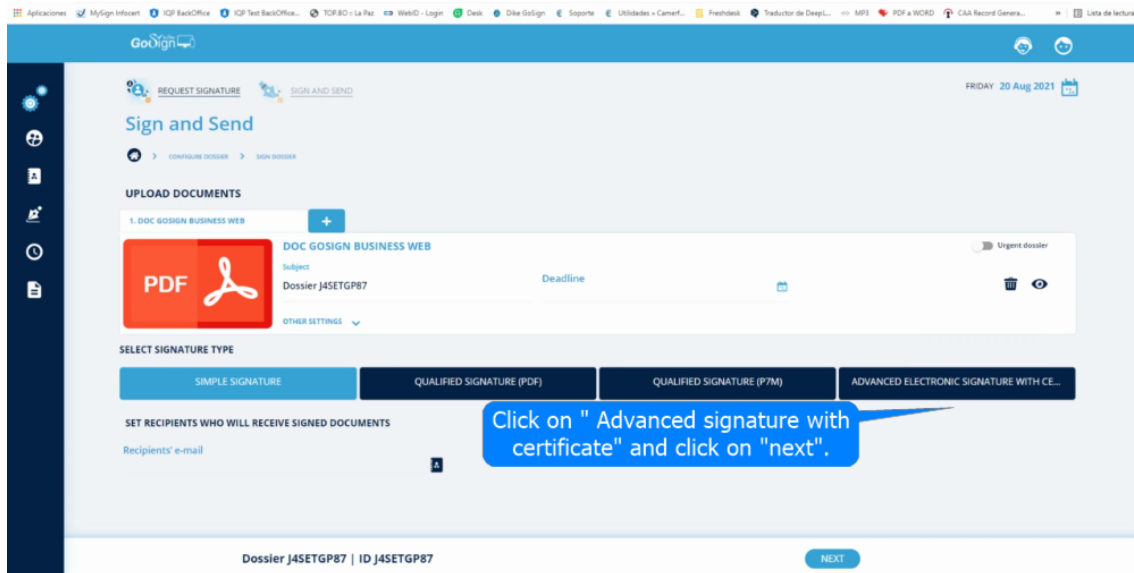
- Log in to GoSign Web



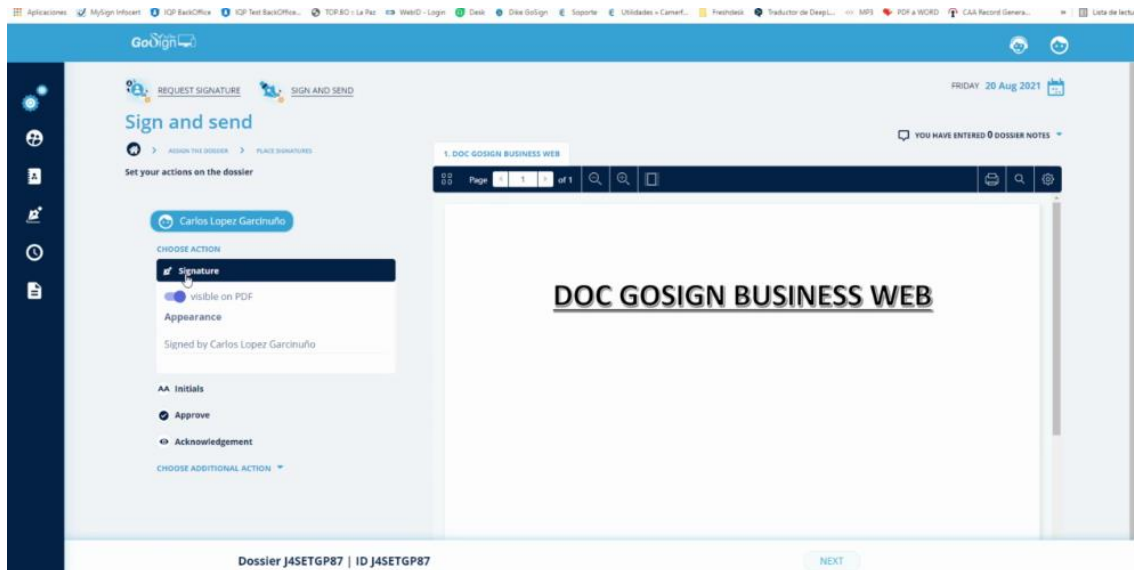
- First of all, we select the document we are going to sign



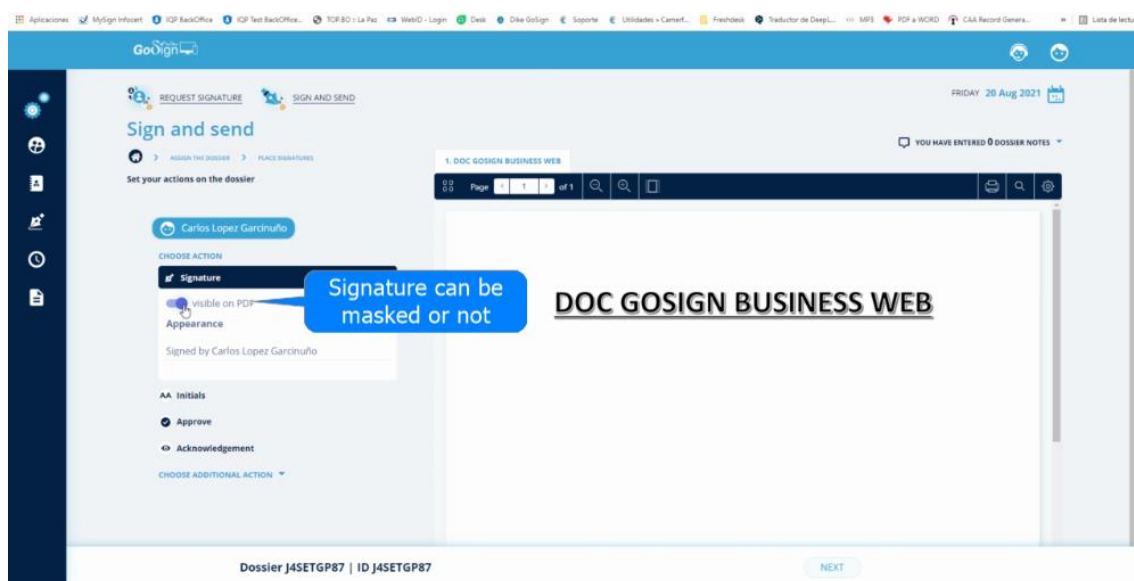
- Once the document is loaded into the application, select "**advanced signature with certificate**" and click on "**next**".



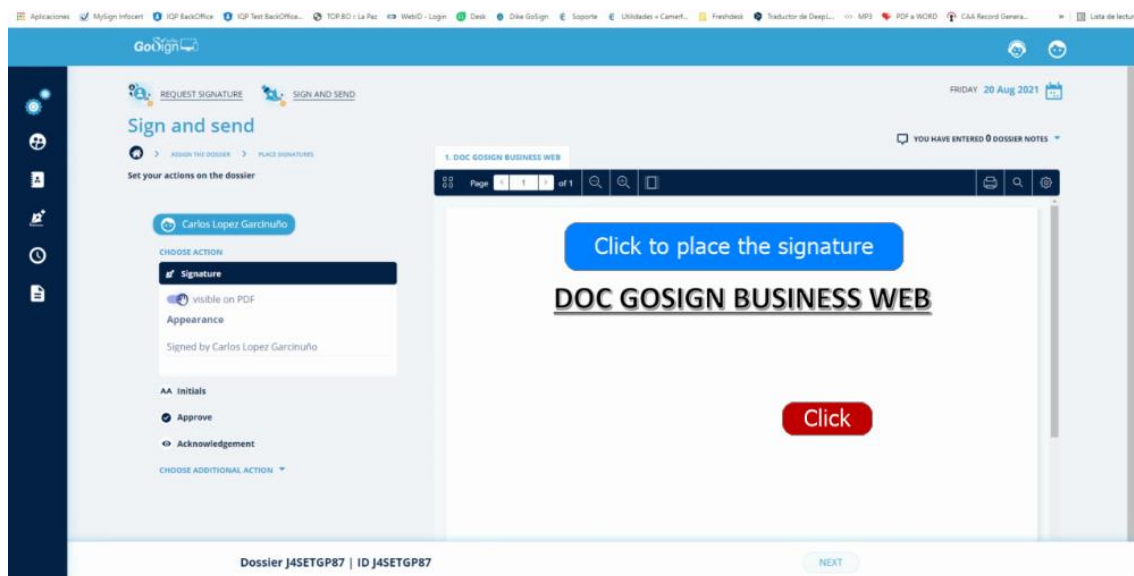
- Click on "**Signature**" to place the signature on the document.



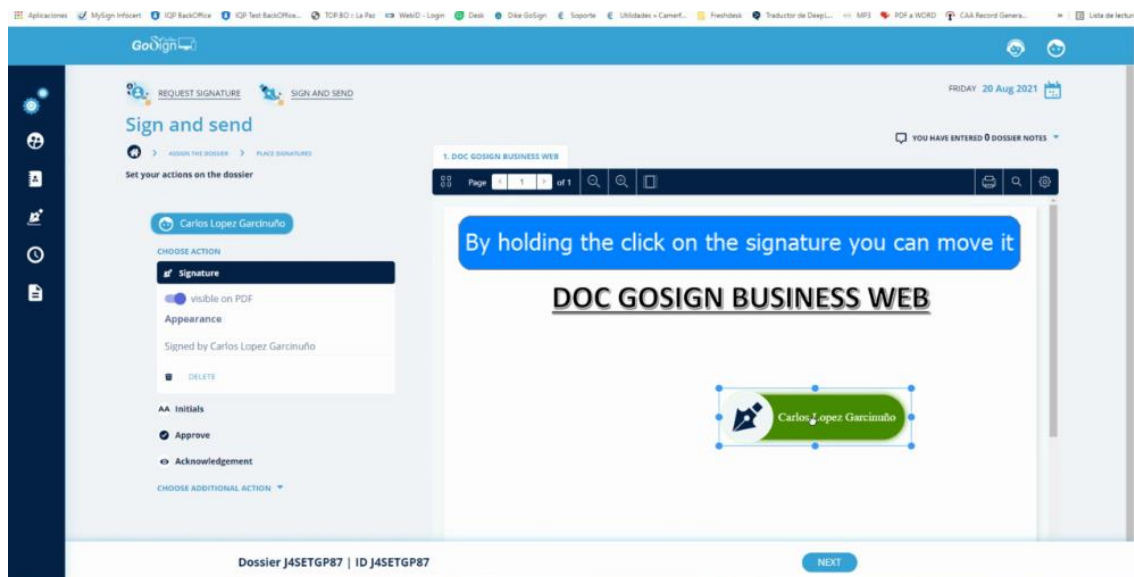
- The signature can be masked so that it does not appear on the signed document.



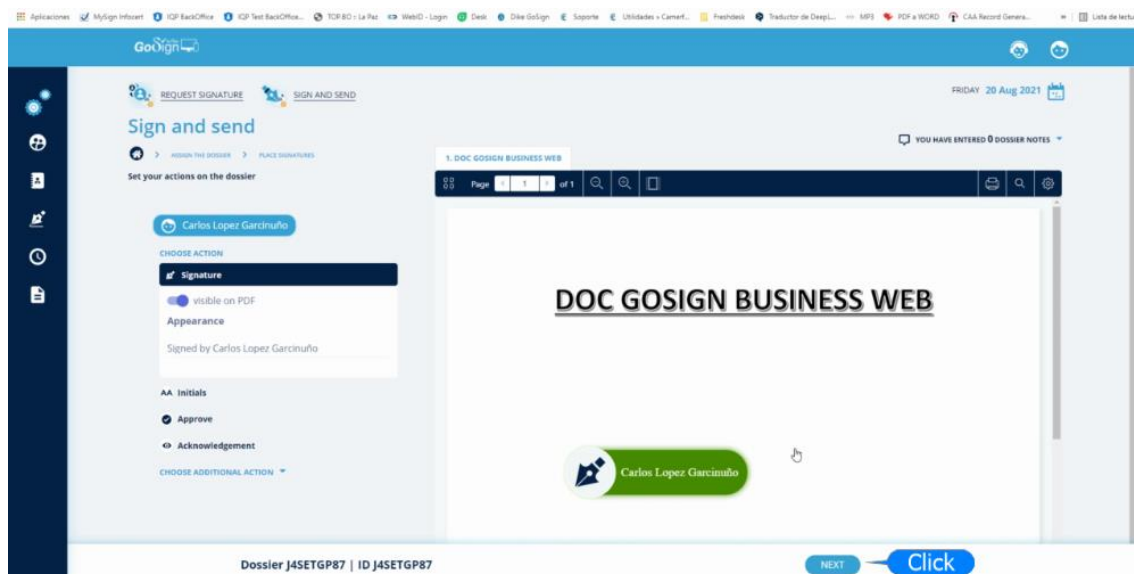
- Place the signature by clicking on the desired location



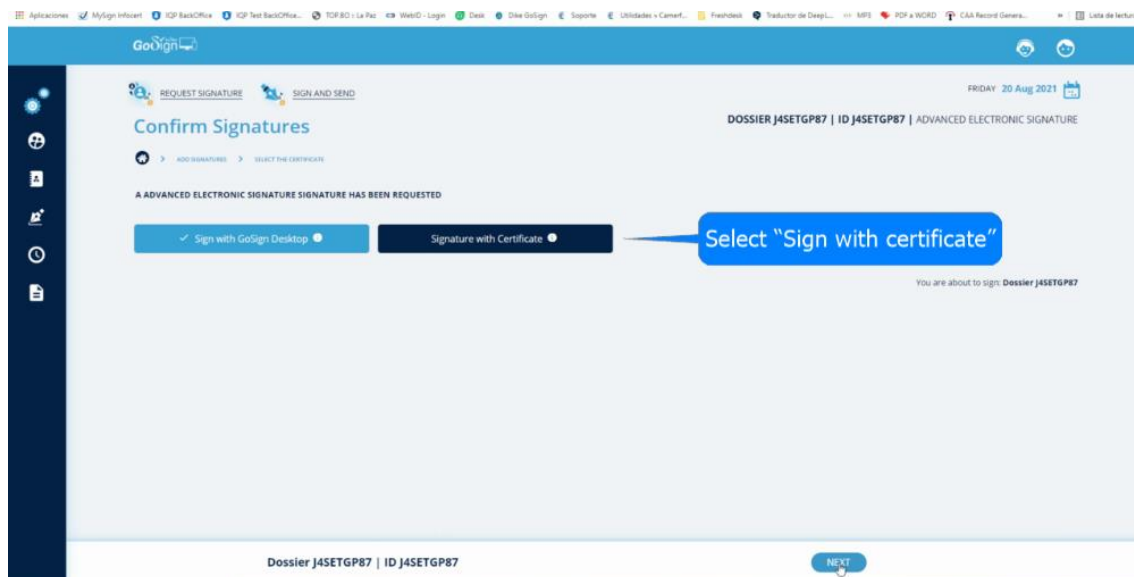
- We can move the signature with the mouse by hold clicking.



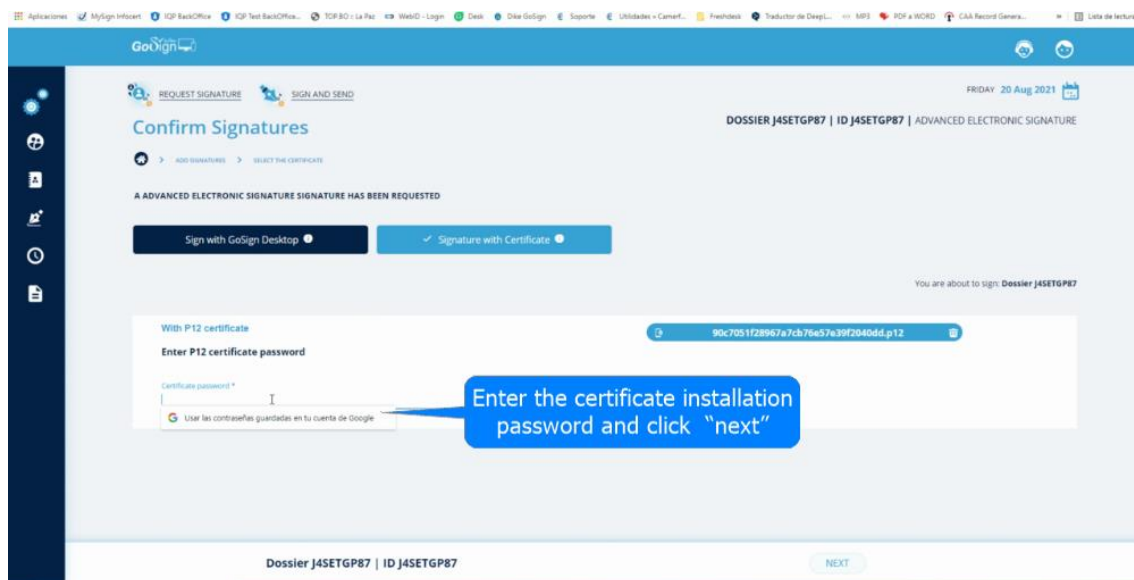
- Once your signature has been positioned, click on “next”



- By default the signature with GoSign Desktop is offered. In order to sign with our installed p12 certificate, select **"Sign with certificate"**



- To proceed with the signature, enter the certificate installation password and click on **"next"**



- The application confirms the operation. Click on **“Close”** to access the control panel

