Digitally Signing PDF with DigiSigner

Assumption:

The subscriber has downloaded and installed their PNPKI digital certificates into their windows key store.

If you haven't, please follow our manual on:

Downloading Signing Certificate with User Generated Password Using Mozilla Firefox.

Once you have downloaded and backed up your digital certificates, go install them into your windows key store by following this manual:

How to install your certificate on your windows key store

Sign Document

DigiSigner can be downloaded from this link:
https://digisigner.en.uptodown.com/windows

Once installed, the application will open with a PDF tutorial on how to use DigiSigner. You can just follow steps it provides.

If the DigiSigner tutorial PDF doesn't open, here are the steps on how to digitally sign using DigiSigner.

1. Launch DigiSigner and open the PDF file you want to digitally sign.
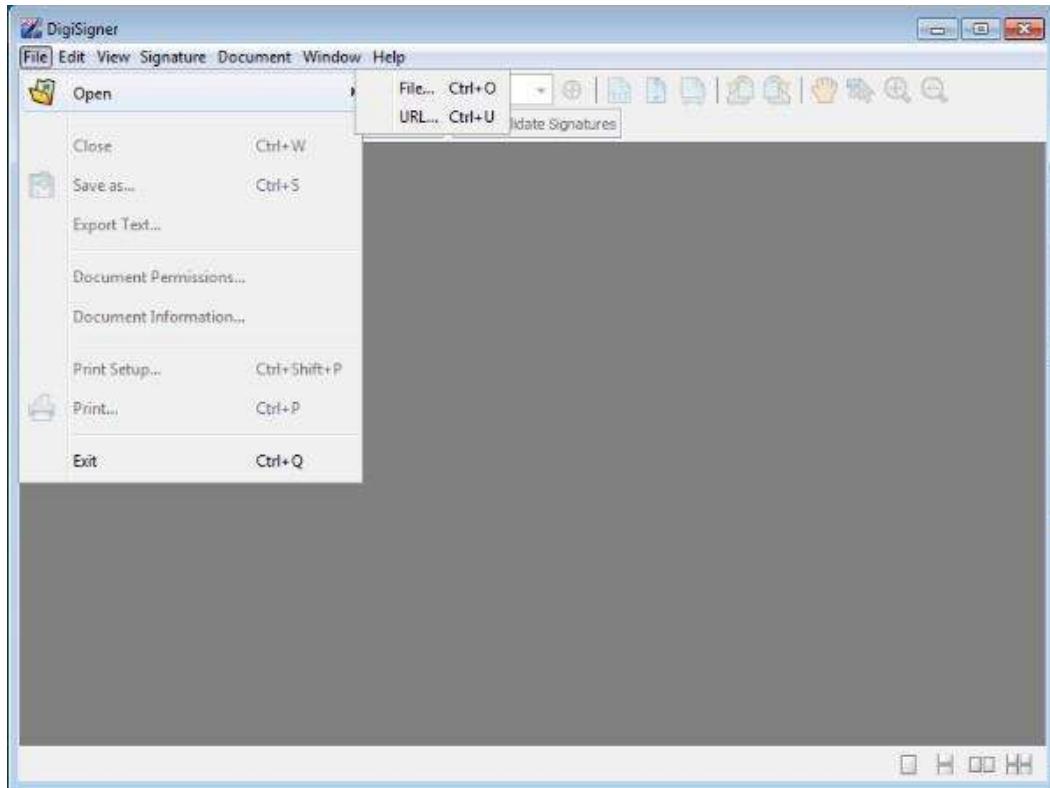
2. Click on the **Digital Signature** button at the top of the page
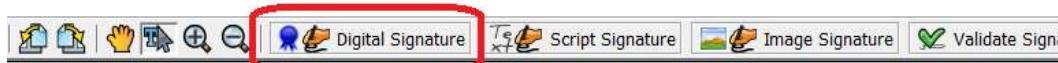
3. Click and drag to form a box at the area where you want your digital signature to appear

4. At the **Apply your signature** window, all the installed digital certificates will be listed under Window key store. Make sure the one issued by **Gov-Signing CA** is selected. **Click** on the Sign button
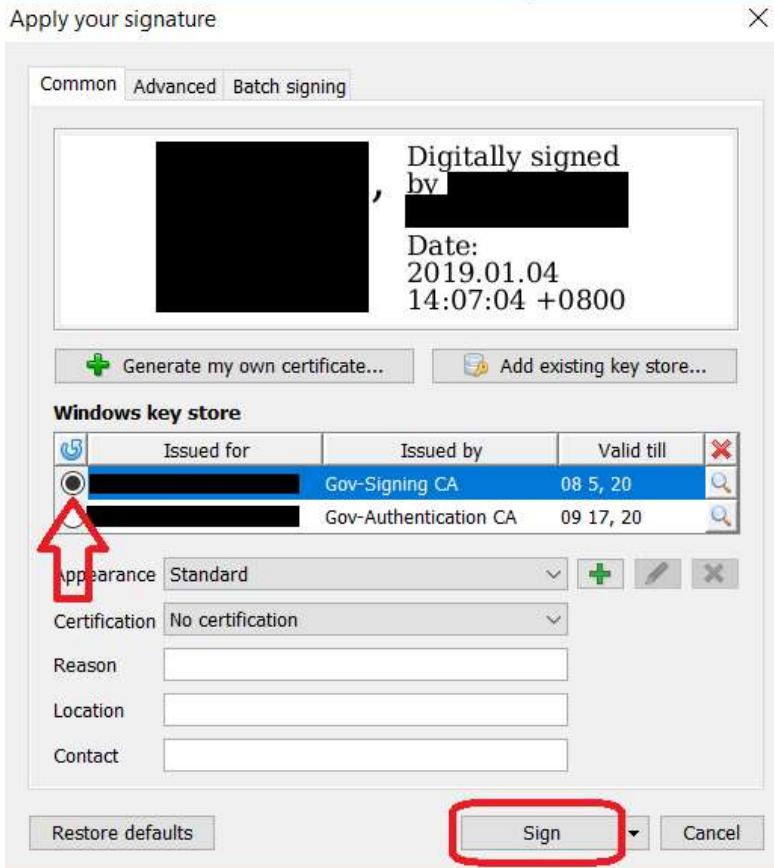
5. Your digital signature will look like this.
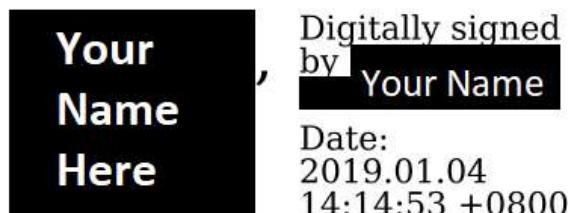
6. You can validate the signature on the document by clicking on **Validate Signatures** button
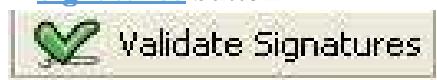
7. If the signature is valid the result should be just like this

8.   When you try to save the file, the file name will automatically have (signed) added to it so you will know that this is a digitally signed file and you get to keep the unsigned copy of the file in case you need it later on.

Adding a Graphic Signature

1. Click on the **Digital Signature** button at the top of the page

2. Click anywhere in the document and drag the cursor while holding the mouse button.

3. Click on the **New Signature Appearance** button (the Green +)
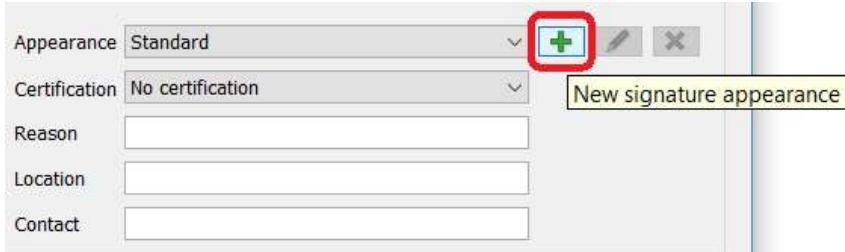
4. The **New Signature Appearance** window will open.
   I.   Enter a new **Appearance name**, we used Graphic for this example
   II.   Select the **Graphic** radio button
   III.   Click on **File** and go to where you have saved a copy of your electronic signature
   IV.   Click on **Save**
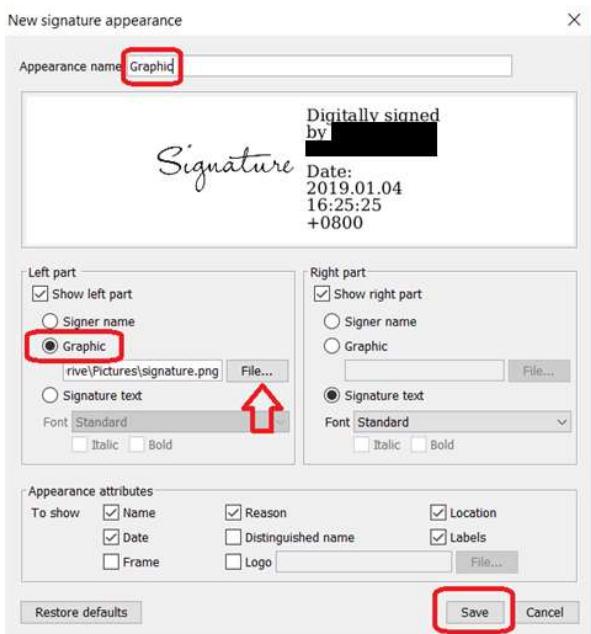
5. It will bring you back to the **Apply your signature** window. Just click on **Sign**
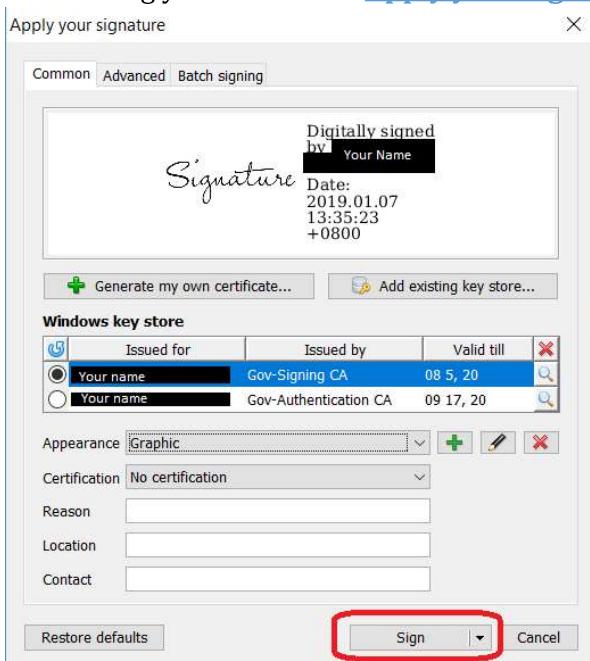
6. That's it. Don't forget to save the signed document.