

windream Signature

Electronic signatures for windream documents

While data streams and electronic archives become bigger and more and more complex, data security and an authenticity check of stored documents has become more important than ever before. According to the legal regulations in Germany and in the EU, electronic documents and paper documents are regarded to be legally equal. This aspect must urgently be considered when administering electronic information. E.g., an electronic invoice is only legally binding, if it has been attached by the sender. This signature does not only prove the authenticity of the sender, but also the integrity of the data transferred. A qualified electronic signature provides the same legally binding properties as a signature written by hand.

With windream Signature, windream GmbH has developed an easy to handle software solution which allows users to digitally sign the documents stored in windream.

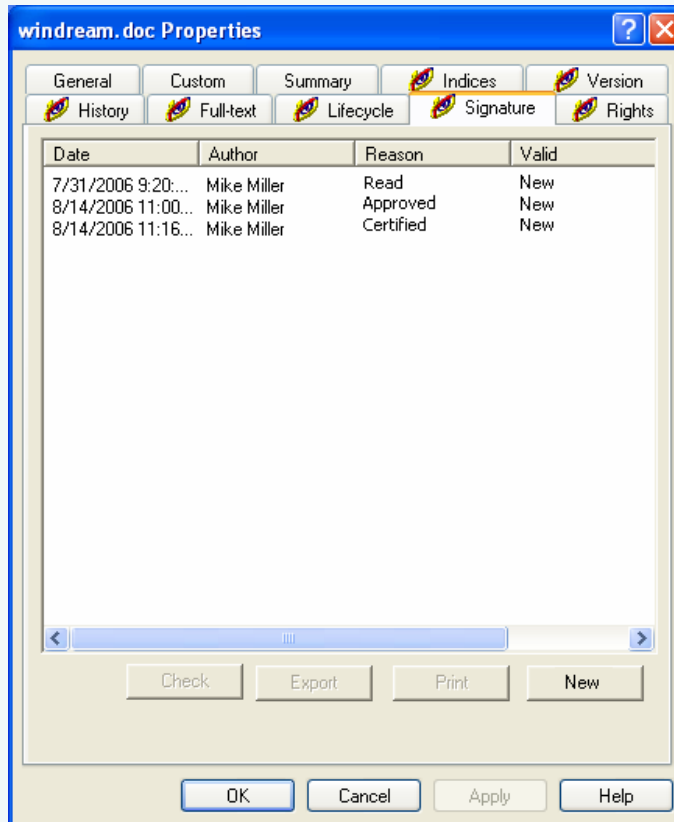
Different ways...

Independent of the question whether a document has already been equipped with a signature or not and what types of information (e.g. mails) are to be administered – all documents acquired in windream must be saved according to the legal regulations. A further important demand is that users should be able to execute commands for document signing – like e.g. assigning, checking and viewing signatures or their certificates – from the DMS directly. This requirement is also fulfilled by windream precisely, as the command for signing documents has been integrated into the Explorer context menu. This integration especially allows users to simultaneously sign several documents which have been highlighted via a quickly accessible command.

Signing in windream

Documents which have already been saved in windream can also be signed via tab page *Signature*, which has been integrated into the file properties dialog. Users can also view already existing signatures in a list via this tab page.

- ◆ **Maximum protection** against data manipulation by electronic signatures
- ◆ **Authenticity check** for documents according to European Union regulations
- ◆ **Easy and convenient** handling
- ◆ **Certificate request** and viewing via the file properties dialog
- ◆ **Complete integration** of the signature functions into the Windows Explorer



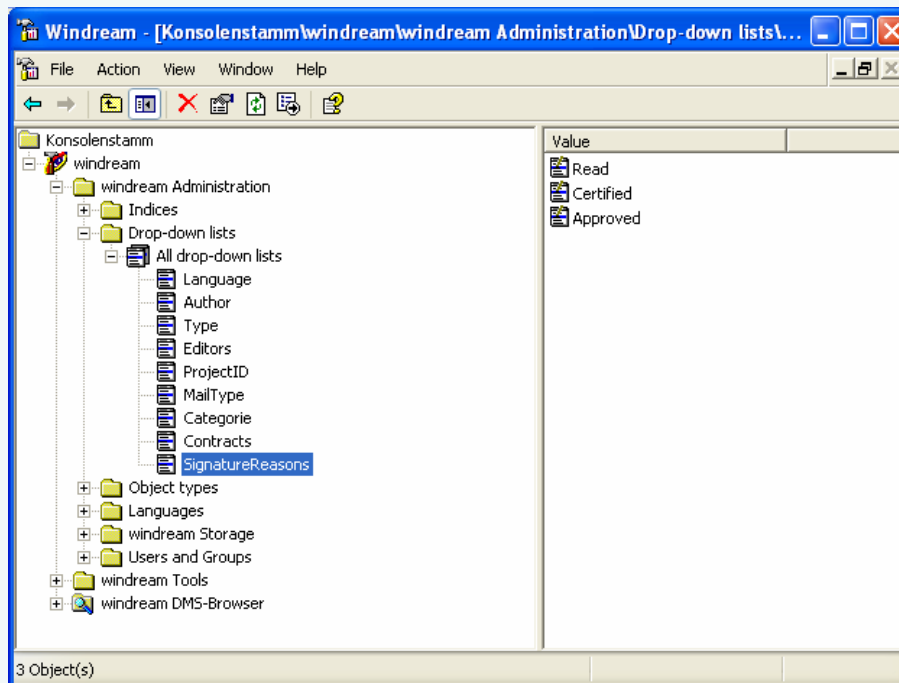
Tab page Signature in windream

Checking and exporting

At any time, users can check the signature of a stored document on validity and correctness via the signatures tab page. Independent of the fact whether the signature is correct or if it has already expired, whether it is valid or not or whether the document has been changed – the current status of a signature can quickly be analysed via the Check command.

Reasons

The reason of a signature – e.g. read, approved etc. – can be selected from a list together with the signature. The list entries are determined by authorised system administrators in the windream Management Console (WMC) administration program.



List of signature reasons in the WMC

Single or multiselection

Actions of document signings can be executed for a single document and for several documents as well, which have been selected in the Explorer view or in a result list. This way, a special option of the windream signature solution allows users e.g. to sign, export or check any number of documents in one single working step.

Gapless history

Each signing action is entered in the windream histories of the associated documents. This logging grants users a detailed check and control of all signature processes which have been executed so far with windream Signature. Among other features, the history contains information on the date a document has been signed or the names of the associated users.

System requirements

For document signing, users need a chip card reader with the respective software and a valid chip card. Also required is a personal user authentication by an official certification authority.

windream Signature can be run with windream version 3.6.0.13 or higher and under Windows NT 4, Windows 2000 or Windows XP. The software requires Visual Basic 6 runtime library.