

KWizCom Corporation

Signature Pad Column

User Guide

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INTRODUCTION

GENERAL

This document provides all the information needed to install, evaluate and deploy this KWizCom product:

- Introduction
- Installation Guide
- Administration Guide

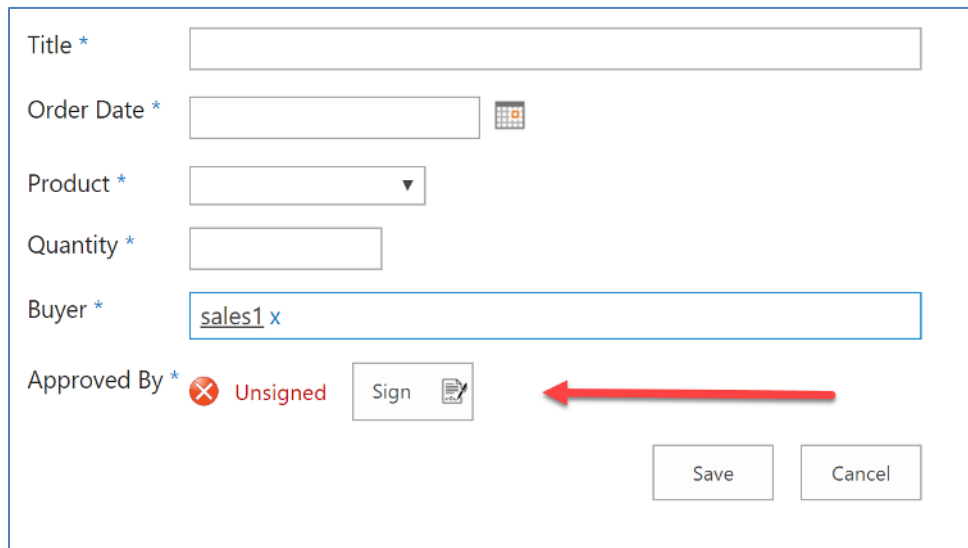
PRODUCT OVERVIEW

With the Signature Pad custom column, you can require end-user signature when submitting a SharePoint list form.

Adding a signature field to a SharePoint list is a great way to verify user input to a list especially in environments with shared-access kiosks or devices (where all users use the same login), for example: having customer sign a service report using a tablet.

Signing an item

Once the Signature Pad column has been added to your list, end-user will see it in the New/Edit form*




The screenshot shows a form with the following fields:

- Title *
- Order Date * (with a calendar icon)
- Product * (dropdown menu)
- Quantity *
- Buyer * (text field containing "sales1 x")
- Approved By * (with a red "X" icon, the text "Unsigned", and a "Sign" button with a signature icon)

At the bottom right of the form are "Save" and "Cancel" buttons. A red arrow points to the "Sign" button.


* you can configure the signature field to appear in the new/edit form only for specific users/group by using KWizCom Forms. The Signature Pad Column is also part of KWizCom Forms Enterprise edition.

To sign the form, click the “Sign” button. This will open the field showing the *Name* field and *Signature* pad:

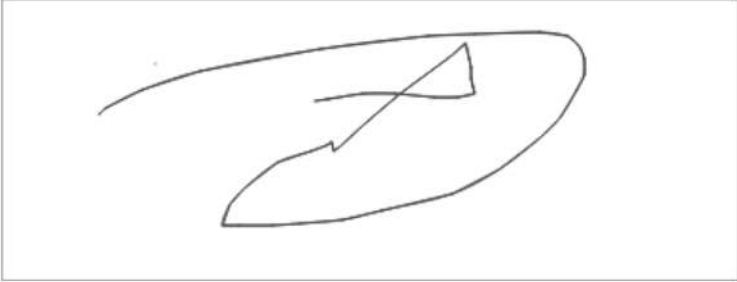
Approved By *  Unsigned

Full name:

Now, fill in your name and use your mouse/pen/touch screen to sign:

Approved By *  Unsigned

Full name:



Once you save the item, you will see in the list view an indication of a signed item:

Purchase Orders

+ new item or edit this list

All Items Find an item

✓	Title	Order Date	Product	Quantity	Buyer	Approved By
	po-1-1	1/24/2019	Calendar Plus	3	<input type="checkbox"/> Sales One	✓ Signed
	po-2	1/24/2019	Rating Column	2	<input type="checkbox"/> Administrator	✗ Unsigned
	po-3	1/16/2019	List Filter		<input type="checkbox"/> Administrator	✗ Unsigned
✓	PO-4 ✱	1/25/2019	List Filter	3	<input type="checkbox"/> Sales One	✓ Signed

Signed: 1/29/2019 9:43 AM, By: Tim loony

Invalidated signature

Ok, so what happens if you edit a signed item, and save it without signing it?

In this case the signature becomes invalidated meaning: it indicates that the item was updated after it was signed, so the signature doesn't apply to it anymore:

Purchase Orders

+ new item or edit this list

All Items Find an item

✓	Title	Order Date	Product	Quantity	Buyer	Approved By
	po-1-1	1/24/2019	Calendar Plus	3	<input type="checkbox"/> Sales One	✓ Signed
	po-2	1/24/2019	Rating Column	2	<input type="checkbox"/> Administrator	✗ Unsigned
	po-3	1/16/2019	List Filter		<input type="checkbox"/> Administrator	✗ Unsigned
	PO-4 ✱	1/25/2019	List Filter	4	<input type="checkbox"/> Sales One	✗ Invalid

KEY FEATURES

Feature	KWizCom Signature Pad Column
Require name and signature while signing	√
Require specific users to sign (requires KWizCom Forms)	√
Show/hide signature field to/from certain users (requires KWizCom Forms)	√
Show signature status in list views	√
Show signature status in version history	√
Updating a signed item invalidates the signature	√

SPECIAL CASES

The following tables includes different scenarios and how to configure the add-on:

Scenario	Configuration
End-user must sign a form on any update.	Make the Signature Pad column mandatory.
Have specific users as approvers that need to sign items to make them approved.	Use KWizCom Forms column permissions settings to configure the Signature Pad column to be visible for the required user/groups so they will see the field and other users will not.
Require user signing only in cases where some fields in the form equal some value. Example: only if expense field is more than \$500.	Use KWizCom Forms column permissions settings to configure the Signature Pad column to be visible for the required user/groups and include additional conditions for the relevant fields (in this example: include a condition for 'Expense' > 500).

INSTALLATION GUIDE

SOFTWARE REQUIREMENTS

SERVER REQUIREMENTS

- SharePoint Server 2013/2016

CLIENT REQUIREMENTS

- Windows 9+
- Microsoft Internet Explorer , Microsoft Edge Mozilla Firefox , Google Chrome - All Latest versions.

INSTALLATION PROCEDURE

SHAREPOINT 2013/2016

1. Log in as SharePoint administrator account to your SharePoint front-end server.
2. Browse the product's page on KWizCom's website and click the "Go" link under the "Install using our Web Installer" section.
This will start the KWizCom web installer.

Note: The KWizCom Web Installer will automatically offer you to upgrade other existing KWizCom products on your farm, in case you have old versions installed. You can check which products you wish to update at this time.

3. In case you prefer just to download the relevant .wsp packages and manually deploy them, then in the web installer UI check the "Download only" option (3rd page in the installer's wizard). When the installer finishes you will be able to go to the installer's folder on your server, and install the KWizCom packages by simply running the "SP-WSPInstaller" powershell script.
4. At the end of the installation process, you should see all packages deployed in the Central Admin "Server Solutions" page, and the KWizCom SharePoint Foundation package should be deployed also in the **Central Admin web application**.

UN-INSTALLATION PROCEDURE

SHAREPOINT 2013/2016

1. Retract the solution using SharePoint central admin or by using stsadm/powershell command line.

ADMINISTRATION GUIDE

This section describes all administration activities related to KWizCom Signature Pad column.

PRODUCT ACTIVATION

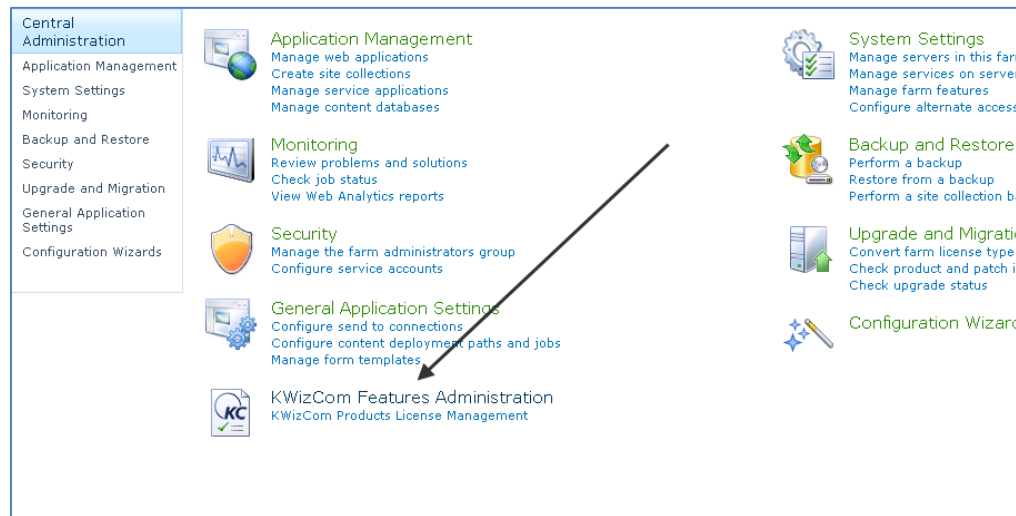
KWizCom products are available for evaluation prior to purchase.

This way you can try our components and verify that they indeed meet your needs. Each evaluation version contains all features of the component's production version. The only difference between the versions is that the evaluation version is time-limited and will operate for a period of one month.

Once you decide to purchase a KWizCom component you will need to **order** and then to **activate** the product. The steps that need to be taken next are listed below.

SHAREPOINT 2013/2016

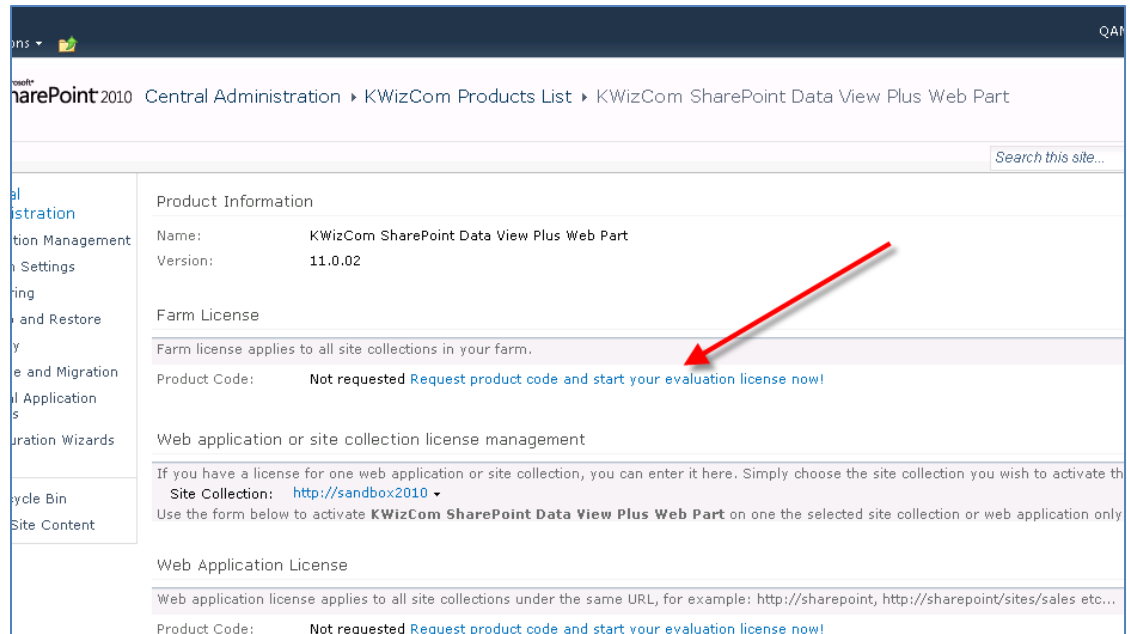
1. Order the product on the KWizCom website – www.KWizCom.com, or contact our sales team at sales@kwizcom.com.
2. After the order was made, you can activate your installed evaluation version. Activation is done by the following steps:
 - a. Open SharePoint Central Admin. On the main “Central Administration” page, you will see the “KWizCom Features Administration” icon:



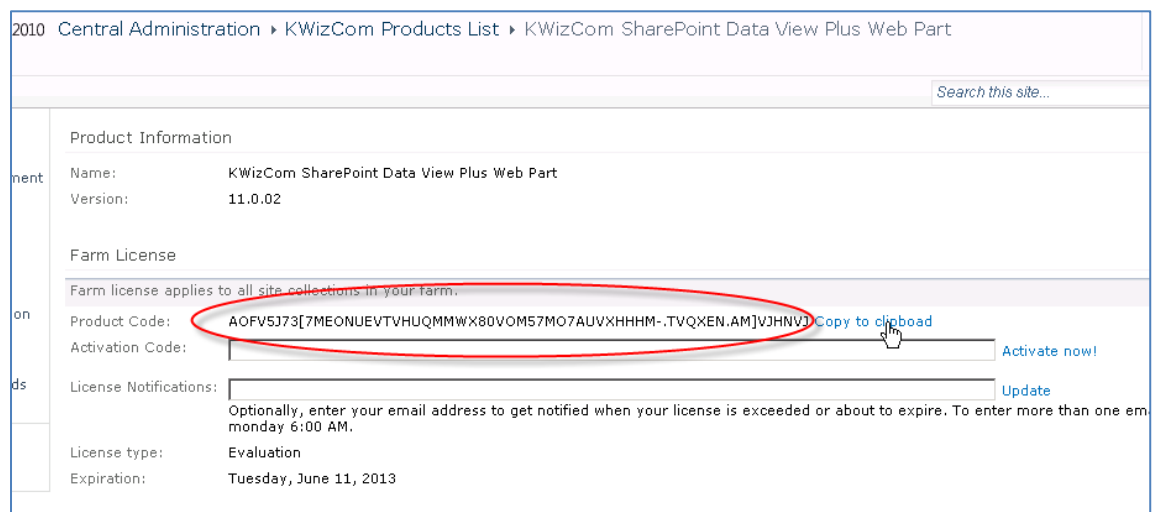
- b. Click the *KWizCom Product Licenses Management* link. You will be redirected to a page that allows you to manage all your installed KWizCom products' licenses:

Version:	13.1.00	
License:	Farm license, standard edition.	Manage License
Status:	Support services included.	
	KWizCom User/Group Redirection web part	
Version:	11.1.00	
License:	Farm license, standard edition.	Manage License
Status:	Support services included.	
	SharePoint Forum Web Part	
Version:	12.1.00	
License:	Farm license, standard edition.	Manage License
Status:	Support services included.	
	KWizCom SharePoint Data View Plus Web Part	
Version:	11.0.02	
License:	Not licensed.	Manage License
Status:	Please click manage license to start your evaluation or to enter your product license.	
	SharePoint List Filter Plus Web Part	
Version:	14.3.04	
License:	Farm license, standard edition.	Manage License
Status:	Support services included.	
	SharePoint CalendarPlus Web Part	
Version:	14.3.00	

- c. Click the "Manage License" link next to the product that you wish to activate. You will be redirected to that product's license management page:



- d. Click on the “Request product code and start your evaluation now” link, under the required license type (Farm, Web application, Site Collection).
 A product code will be generated and displayed as in the following screenshot:



- e. Copy the product code.
- f. Browse the *Product Activation Request page* on KWizCom’s web site:
<http://www.kwizcom.com/ProductReg>.

Product Activation Request

In order to deactivate a product please [click here](#).

This Product Activation Form is used to get your product activation key after you have purchased the product.

Please fill out the following form. Once we get your product activation request, a product activation key will be sent to you by email, along with the activation process description.

*Customer Name:

*E-mail address:

*Share-It Order/Invoice Number:

*Product Code:

*License Type:

Copy your *Product Code* into the “Product Code” field, and after you fill-out all other form fields, click “Send Activation Request button.

- g. Once your order is confirmed, you will receive the Activation Code for your product by email.
- h. Copy the activation code into the “Activation Code” field in the product’s license management page and click “Activate now!” link.

Search this site...

Product Information

Name: KWizCom SharePoint Data View Plus Web Part
Version: 11.0.02

Farm License

Farm license applies to all site collections in your farm.

Product Code: AOFV5J73[7MEONUEVTVHUQMMWX80VOM57MO7AUVXHHHM-.TVOXENHmJWJHNVJ [Copy to clipboard](#)

Activation Code: [Activate now!](#)

License Notifications: [Update](#)

License type: Evaluation

Expiration: Tuesday, June 11, 2013

That’s it! Your product is now fully activated.