

# Unterfertigen der Dokumente in GoSign

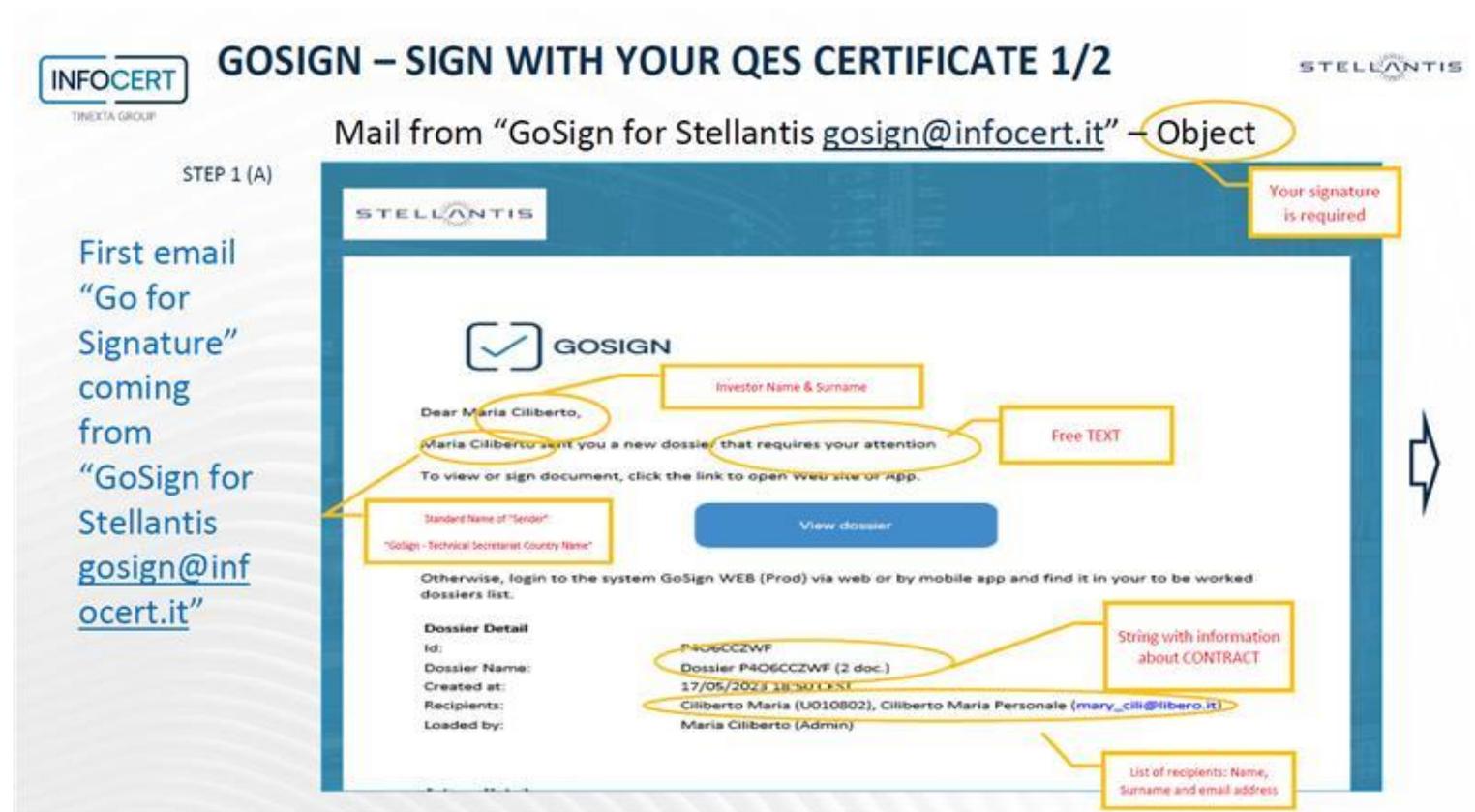
1. GoSign APP am Computer installieren
2. Sie benötigen ihren Benutzernamen und Pin aus der GoSign-Zertifizierung
3. Nach Erhalt des Mail von GoSign auf den Link im Mail klicken

 CertEurope  
<https://www.certeurope.fr/gosign-...> · [Translate this page](#) · 

## GoSign Desktop - Certeurope

**GoSign**, la plateforme indispensable pour tous vos projets de dématérialisation. Signez un document à partir d'une application de **Desktop**, Web et mobile ...

<https://www.certeurope.fr/gosign-desktop-signature-electronique-gratuite/>



**INFOCERT** TINEXTA GROUP **GOSIGN – SIGN WITH YOUR QES CERTIFICATE 1/2** **STELLANTIS**

Mail from "GoSign for Stellantis [gosign@infocert.it](mailto:gosign@infocert.it)" – Object

STEP 1 (A)

First email "Go for Signature" coming from "GoSign for Stellantis [gosign@infocert.it](mailto:gosign@infocert.it)"

Dear Maria Ciliberto,

Maria Ciliberto sent you a new dossier that requires your attention

To view or sign document, click the link to open Web site or App.

View dossier

Otherwise, login to the system GoSign WEB (Prod) via web or by mobile app and find it in your to be worked dossiers list.

**Dossier Detail**

<b>Id:</b>	P406CCZWF
<b>Dossier Name:</b>	Dossier P406CCZWF (2 doc.)
<b>Created at:</b>	17/05/2023 11:50 CEST
<b>Recipients:</b>	Ciliberto Maria (U010802), Ciliberto Maria Personale (mary_cili@libero.it)
<b>Loaded by:</b>	Maria Ciliberto (Admin)

Your signature is required

Investor Name & Surname

Free TEXT

Standard Name of "Sender": "GoSign - Technical Secretariat Country Name"

String with information about CONTRACT

List of recipients: Name, Surname and email address

#### 4. Im Tool auf „unterschreiben bzw. confirm all“ klicken

The image shows a four-step process for signing a document in the GOSIGN application:

- STEP 1 B:** The user is presented with a confirmation screen. A red arrow points to the "CONFIRM ALL" button. A yellow callout box says: "click on accepting to sign the document and then confirm".
- STEP 2:** The user is prompted to confirm the signature. A red arrow points to the "CONFIRM ALL" button. A yellow callout box says: "Click on button 'CONFIRM ALL' to start the step of the signature procedure".
- STEP 3 (top):** The user is prompted to insert their email address. A red arrow points to the "CONFIRM ALL" button. A yellow callout box says: "Here you have insert the email address is the USERID of your Certificate".
- STEP 3 (bottom):** The user is prompted to insert their password. A red arrow points to the password input field. A yellow callout box says: "Here you have insert the PASSWORD of your Certificate".

Additional annotations include:

- A yellow callout box labeled "A) Click on 'Remote Signature' button" pointing to the "Remote Signature" button in the bottom-left screenshot.
- A yellow callout box labeled "B) Here you have insert the email address is the USERID of your Certificate" pointing to the email input field in the bottom-right screenshot.
- A yellow callout box labeled "C) Here you have insert the PASSWORD of your Certificate" pointing to the password input field in the bottom-right screenshot.

#### 5. Im Tool auf „remote signature“ bzw. Fernunterzeichnung

#### 6. Benutzernamen und Passwort eingeben (falls Passwort nicht mehr aktuell bitte über „Passwort vergessen“ neues erstellen)

7. Um den OTP (one touch password) zu erhalten bitte via Handy OTP anklicken und bestätigen



8. Pin (aus der Zertifizierung) und OTP (per SMS) eingeben und bestätigen

9. Bestätigung mit „Grünem“ Häkchen wird angezeigt. Auf „schließen/close“ klicken