

FACTSHEET

Signature Page

Signature Page for SAP® DMS



What is Signature Page?

A signature page is a file with one or more pages containing status and release information about a document that is managed in SAP DVS . The signature page adds one or more additional pages to the document. The signature page can be generated statically or dynamically.



What can Signature Page do?

Customer-specific design of the content and layout of the signature page is possible.

The signature page consists of a header area with a number of lines including the document's basic data and features. The second area is variable and contains a list of signatures and/or process data.



Who needs Signature Page?

Everyone who works in a validated environment or works with safety-related documents.

This module allows FDA compliant methods to be implemented as the default.

Release and review processes for a disclaimer of liability clause.

Additional information that goes beyond the scope of normal stamping.

The advantages

- + Validatable document control.
- + Required document data are automatically published along with the documents.
- + Design by means of SAP SmartForms.
- + Can be adapted as required in a customer-specific manner. Dynamic or static generation.
- + Required document data cannot be "forgotten" when distributing documents.
- + Creation of standard methods according to FDA compliant rules
- + A large number of user exits for extending product functionality.
- + Unicode-enabled product.



Product features

- Layout definition with SAP SmartForms.
- Adding the signature page to the original document.
- Configuration dialog for: Name of the SmartForm / function module for calculating the dates / insertion position / target format.
- Implementation in the DPF (Digital Process Factory®) technology from SEAL Systems.

Creation of dynamic and static signature pages facilitates secure document control.

Benefits

The signature page enforces publication of required document data along with the document when it is distributed. This is important for validatable document control, and makes sense in all cases where the quantity of information would make dynamic or static stamping of the original document illegible:

- when converting to a long-term format (static signature page)
- when viewing / displaying onscreen (dynamic signature page)
- when printing / generating electronic output (dynamic signature page)

Layout

The design (form and content) of the signature page is specified using an SAP form (SmartForms).

A sample form contained in the scope of delivery can be adapted to the project requirements.

This service can optionally be undertaken for a fee by SEAL Systems.

The image shows a sample of a signature page form. At the top right, there is a logo for SEAL SYSTEMS with the tagline 'THE DIGITAL PAPER ARCHIVE'. The title 'Signature Page' is centered. Below the title, there are four tables: Document Metadata, Status Log, Process Log, and Signatures.

Document Title	DocumentID	Document Type	Document Version
SOP 1234 Invoicing	000374612	SOP	004

Status Log

	Full name	UserID	Date
Work Request	Duarte Juan	Duar001	31.10.2005
Change Request	Lehmann Heinz	HL0005	14.11.2005
Inspection Request	Leblanc Juliette	LJ5462	01.12.2005
Released	Miller Jack	JMiller	20.12.2005

Process Log

	Full name	UserID
Written by	Duarte Juan	Duar001
Written by	Leblanc Juliette	LJ5462
Edited by	Vanderfaat Ron	Vand003
Checked by	Miller Jack	JMiller

Signatures

	Full name	UserID	Date	Time (GMT+1)
Business Approver	Duarte Juan	Duar001	07.12.2005	18:17:32
Business Approver	Santos Don	DS77462	09.12.2005	09:05:21
Final Approver	Michaelis Hans	HanMich	20.12.2005	20:08:59

Sample of a Signature Page

Logging

Optional process logging by means of the SAP application log, with a configurable degree of detail.

Configurable Userexits

If the extensive configuration options are insufficient to implement customer-specific requirements, 14 different user exits are available for extending product functionality.

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Integration with SAP Applications

The screenshot shows the SAP transaction SEAL/IMG in 'Tabellensicht' (Table view) mode. The title bar indicates the current view is 'Sicht "Allgemeine Konfiguration Signaturseite" ändern: Detail'. The main area contains a table with configuration parameters for the signature page.

Allgemeine Konfiguration Signaturseite	
Formularname	/SEAL/SIG_DM_SIGN_PAGE
Name der Logodatei	LOG01
Position	Einfügen als erste Seite der Originaldatei
WS-Appl.	WRD
Dateiname	

At the bottom of the screenshot, the SAP status bar shows the current transaction path: >> | /SEAL/IMG | sapz60 | INS |

Extract of some parameters from the SEAL/IMG transaction for creating a signature page

Signature Page

Installation

Installation is performed by means of SAP transports (as needed, an RFC server will be set up). Base customization is performed with the push of a button by means of BC sets.

SAP System:

using SAP Basis as a transport, base configuration by means of BC sets.

External Server:

using SEAL Systems on the DPF server.

Scope of delivery

In addition to the software (SAP transport), the scope of delivery also includes detailed documentation (PDF) in German and English with practical examples.

Product code

SP-SIGPG (Signature Page for SAP DMS)

System requirements

SAP versions ECC 6.0 and higher are supported with Enhancement Package.

For integration, either the SEAL Conversion Suite, SEAL Stamp & View or the SEAL Document Distribution Director module is required.

Licensing

According to the number of SAP named users.

Language support

The product is fully Unicode-enabled, and is available in the German and English languages. Additional languages can be delivered upon request.

Related products and options

- CAC-DMS (Conversion Suite)
- SP-DMS (Document Distribution Director)
- SP-VIEW (Stamp & View)

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Provision and distribution of documents – Without any disadvantages



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OUTPUT MANAGEMENT
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We would be happy to answer your questions around the generation of documents from a record and show you the possibilities for your company.

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