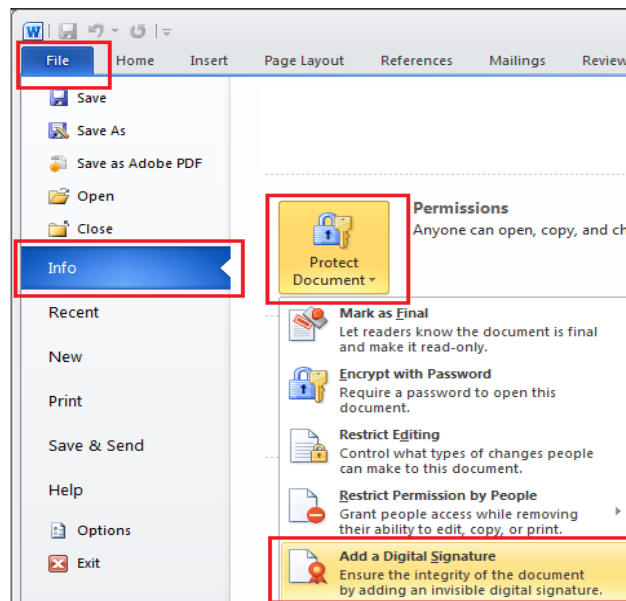
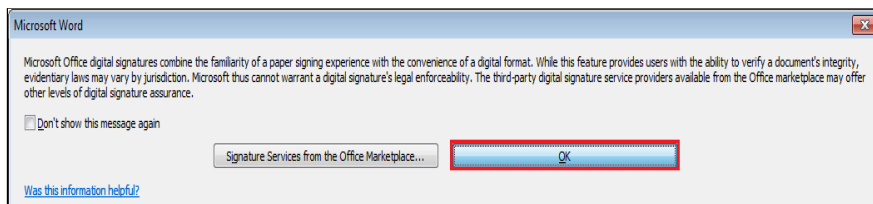


Signing of Microsoft Office 2010 documents

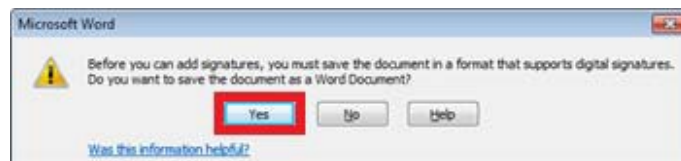
1. Insert the device into the **USB** port/extension
2. From the **File** choose submenu **Info** >> **Protect Document** >> **Add a Digital Signature** Menu



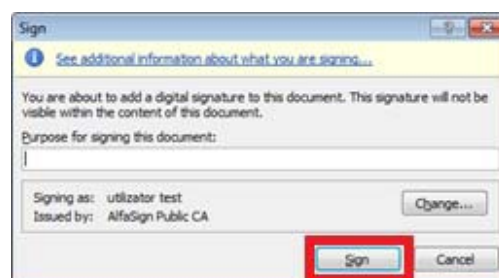
3. Click **OK**



4. If the document is not saved in final form, click **YES**



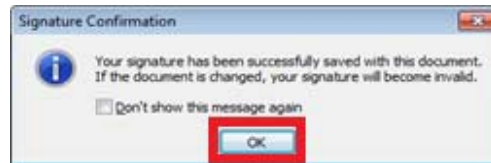
5. If you wish to mention the purpose for signing, enter the desired text in "Purpose for signing this document" and click **Sign**



6. In the window on the screen, enter the device password and click **OK**

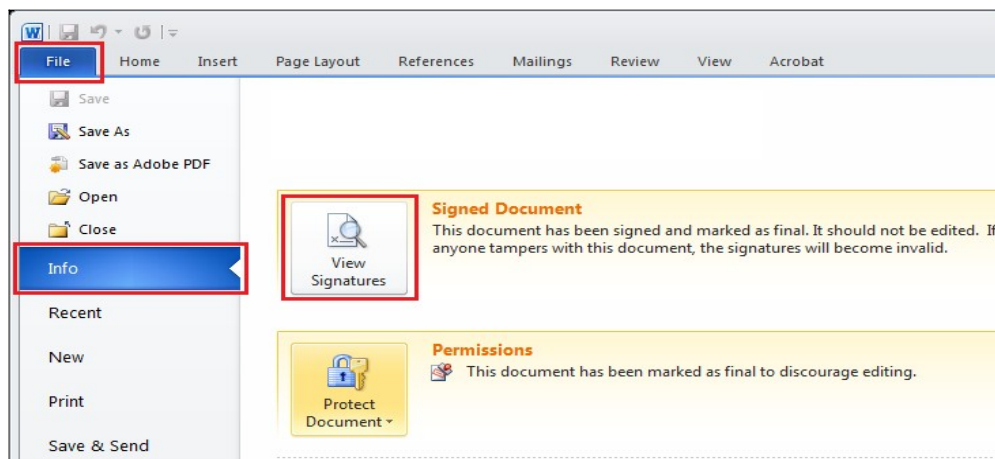


7. Click **OK** to complete the document signing process.



8. Check document signature:

8.1. From the **File** menu choose submenu **Info** >> **Protect Document** >> **View Signatures**



8.2. Or click on the icon (seal) in the lower bar of the Word document



8.3. Certificate info will be displayed on the right-hand side of the document

