

## **AVM-2000 Electronic Signatures Spec Sheet**

A preview of the new Electronic Signatures function is available in Powerpoint or a Web-based slide.

Access previews on the web at <http://www.tangoware.com/support/documentation.html>. The Documentation page contains links to both of these Electronic Signature previews.

This optional module provides users with the ability to print "electronic signatures", in the form of an electronic image of users' signatures, on documents in AVM-2000.

Electronic Signatures can be used in the following modules:

- Databases > Employees > Training Records - Supervisor and Employee Signatures
- Entries > Work Orders > Tasks - Work Order RTS for Shop Continuous Detail Report (up to 2 signatures allowed per RTS; such as 1 for Work Performed By, and 1 for Inspected By) and Inspection Signoff List
- Entries > Work Orders > Details - Work Order RTS for Task Shop and Customer Printouts (up to 2 signatures allowed per RTS; such as 1 for Work Performed By, and 1 for Inspected By)
- Entries > Invoices > Text - Invoice RTS (up to 2 signatures allowed per RTS; such as 1 for Work Performed By, and 1 for Inspected By)
- Documentation > 337's > Conformity 6-7 - Block 6D Signature and Block 7 Signature
- Documentation > 8130's > Main - Block 17 Signature and Block 22 Signature
- Documentation > Log Book Stickers > Main - Signature
- Documentation > W & B - Fixed > Main - Signature
- Documentation > W & B - Rotary > Main - Signature
- Documentation > MCFs > Main - Block 16 Signature and Block 20 Signature

### **FUNCTIONALITY:**

- Scanned signatures, converted to JPEG files, are used for printing on AVM-2000 documents
- Configuration and Security settings limit options for users to apply signatures to documents
- Users can be limited to applying only their own signature to documents, or allowed to pick ANY signature to apply to documents
- Users can be limited to which documents they can apply their signature to, or allowed to apply signatures to all documents
- Configuration settings can force documents to "lock" from editing after a signature has been applied, and individual users can be setup in Security to allow unlocking records if desired

## **REQUIREMENTS:**

- Users must be running AVM-2000 version 6.50B or above
- Users must have the AVM-2000 Optional Security module Registered and turned on
- Users must have the Electronic Signatures module Registered
- Users are responsible for backing up Electronic Signature files in the primary / server's AVM2000 > DATA folder. Electronic Signature files are NOT backed up in the AVM-2000's internal or external standard backup routine
- Users will need a scanner to scan the signatures into image files. Users should use a fine or ultra-fine Sharpie-style black marker on plain white paper to make the signatures, using our Electronic Signatures Template and Instructions. Please note that TangoWare can provide scanning and image creation services for an additional charge.
- Users should have image editing software to crop and edit the signature files for use with AVM-2000. Please note that TangoWare can provide scanning and image creation services for an additional charge.

The free PowerPoint viewer may be downloaded from the Microsoft© website at:  
<http://office.microsoft.com/en-us/powerpoint/HA100966951033.aspx>