




warehouse_po_signature

Table of Contents

A signature window is displayed.

- Under **Signature**:

- In the **Select to Print** field, click  to display a list of available signature files. Select the desired signature file. The signature files are maintained on the Tables > Electronic Signatures page in District Administration.
- If the selected signature file is password encrypted, the **Signature Password** window is displayed.
 - In the **Password** field, type the associated password to decrypt the signature file.
 - Click **OK** to use the signature file.
 - Click **Cancel** to return to the signature window.
- Select the check box next to **Select to Print** to print the selected signature.
- Click **OK** to insert the signature.
- Click **Cancel** to return to the report.



Back Cover