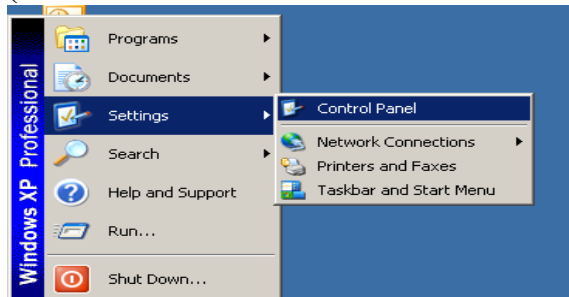# ApproveIt Desktop Digital Signature Configuration (Even though this lists 5.7.3. The process is the same for 5.8.2 and 5.9).

Ensure that the latest DoD Root Certificates are installed by visiting:
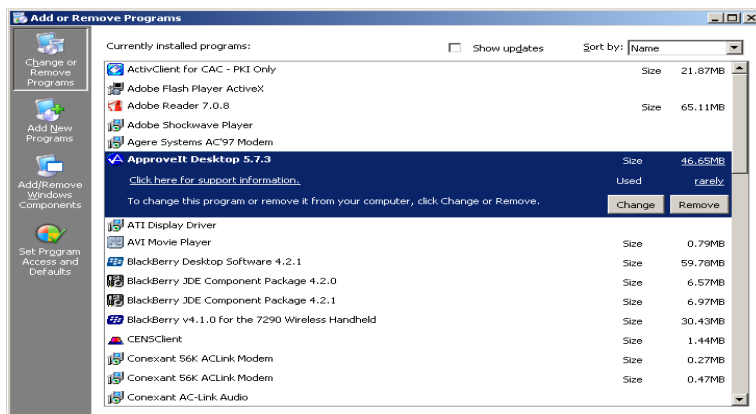**https://militarycac.com/dodcerts.htm and following the instructions on the page.**

(Under the Administrator Account Perform the Following)
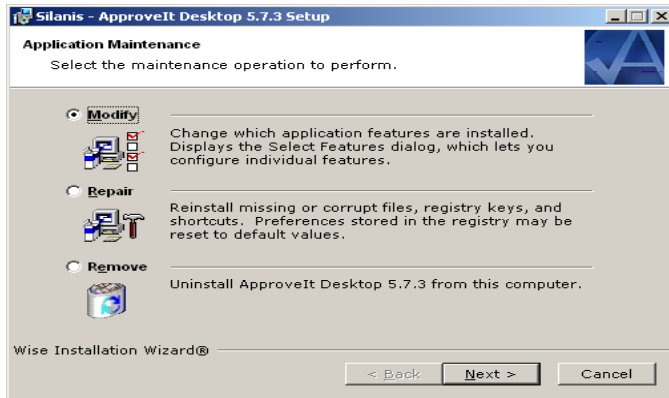

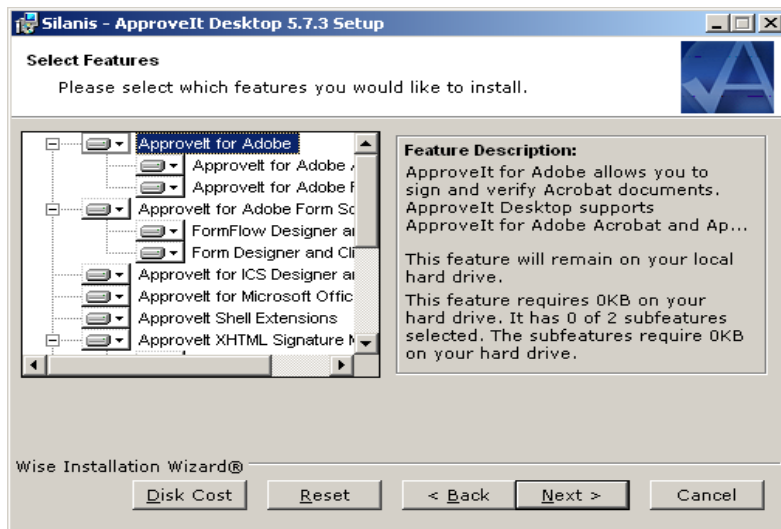**1. Open settings on the Start Menu, then select Control Panel.**
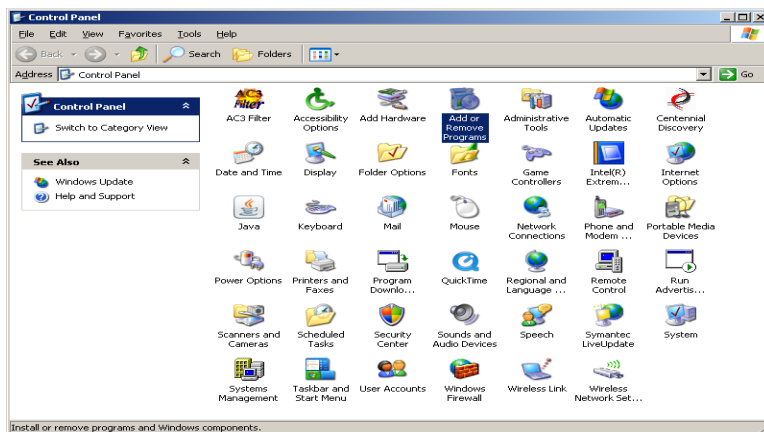
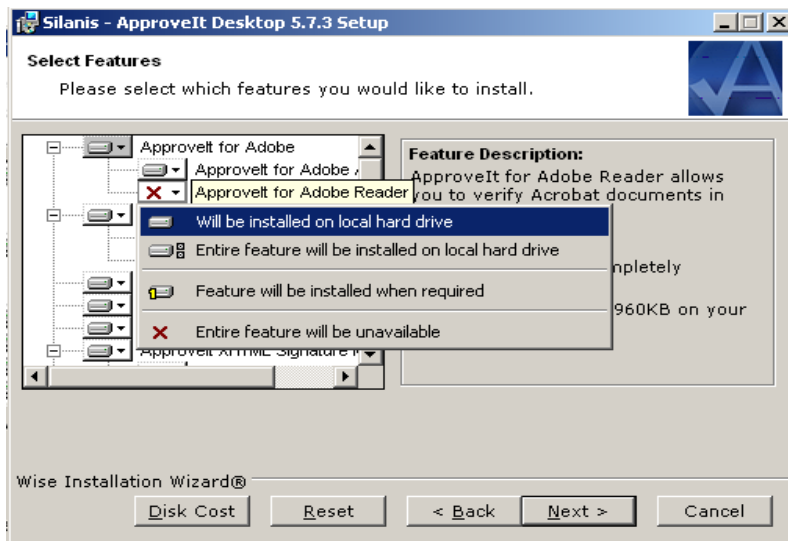**2. Double Click Add or Remove Programs.**
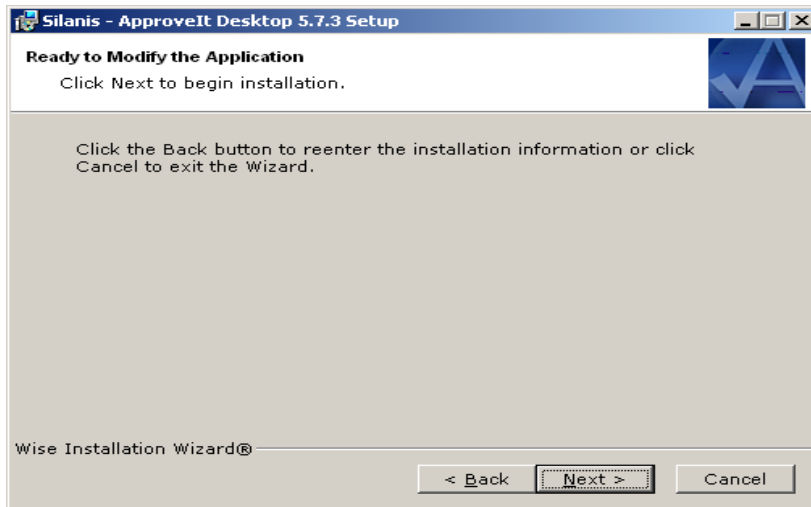

3. Highlight ApproveIt Desktop and select Change.

4. Select Modify

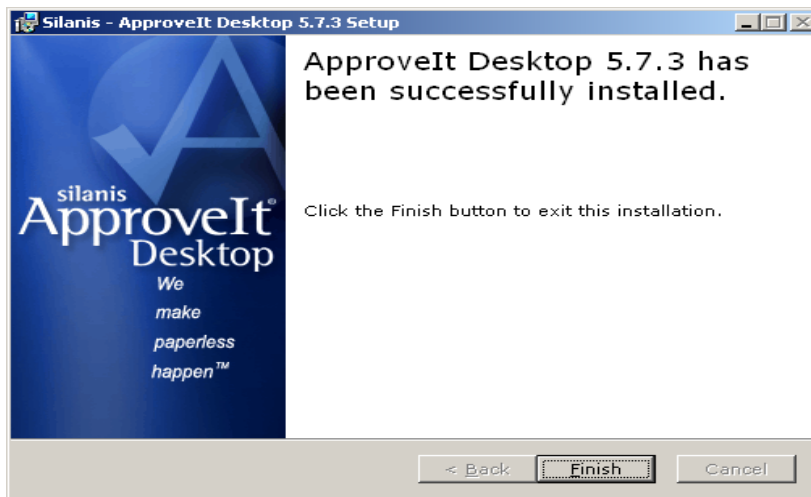**5. Ensure that all additions are selected, if not.**

6. Select drop-down menu and select will be installed on local hard drive. Then Click Next.
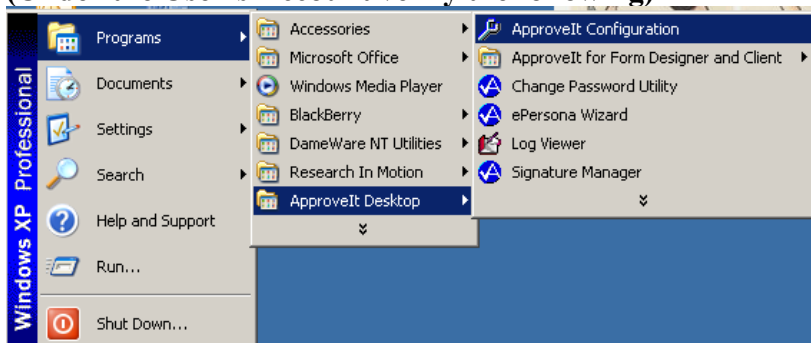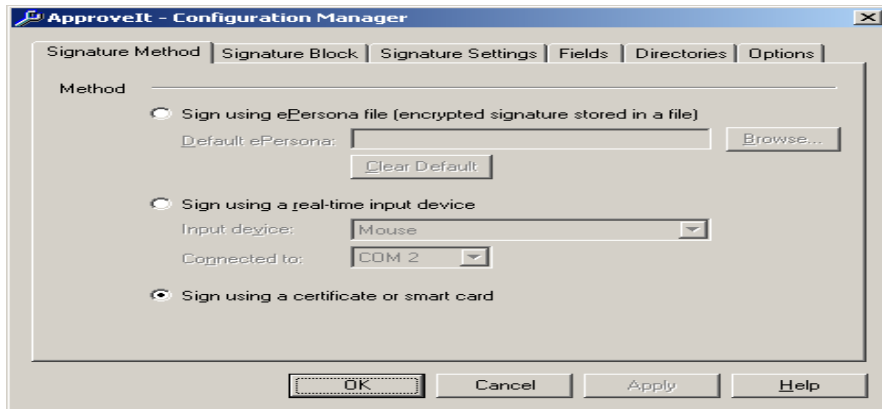
7. Click Next,

8. Click Finish.
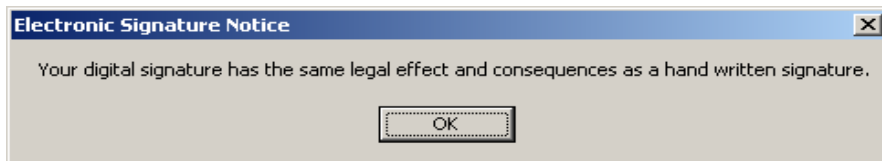**(Under the User's Account verify the following)**

9. Open the Start Menu, then open the ApproveIt Desktop Folder. Then select ApproveIt Configuration.
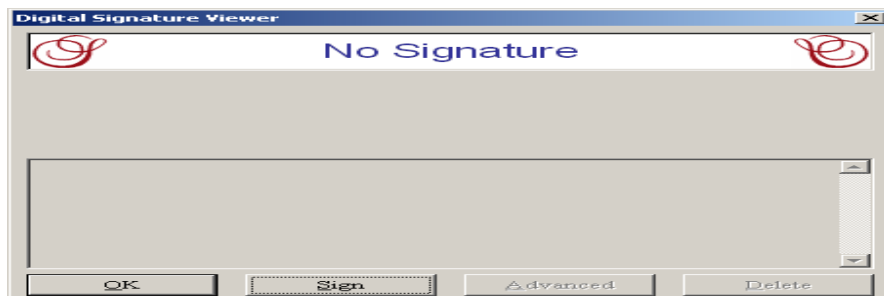
10. Set Signature Method to Sign using a certificate or Smart Card.
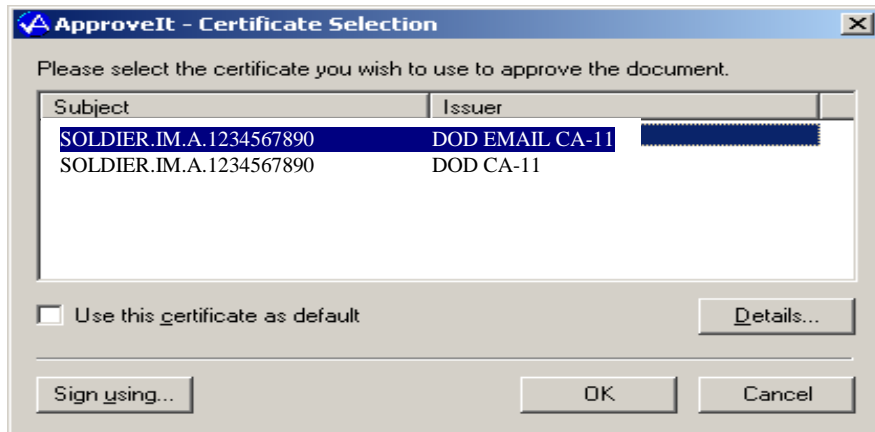
-Open up the form you are trying to sign.
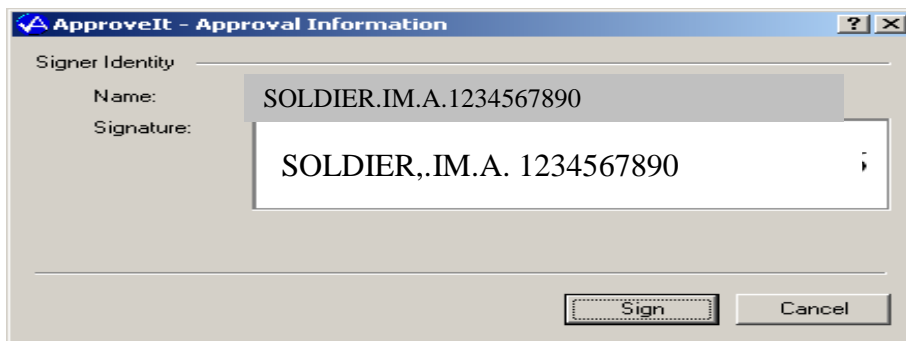**-Click on the signature field.**

1. Click OK.

2. Click Sign.

3. Select the subject that has a DOD EMAIL Issuer. Then Click OK.

4. Click Sign,

5. Click OK.

If you still have problems with this, please feel free to contact Michael J. Danberry via http://militarycac.com/questions.htm

For other questions concerning the use of ApproveIt with US Army forms, please contact the Army Publishing Division Help Desk at:

Commercial: (703) 428-0545

DSN: 328-0545

E-mail: apdfcmp@conus.army.mil