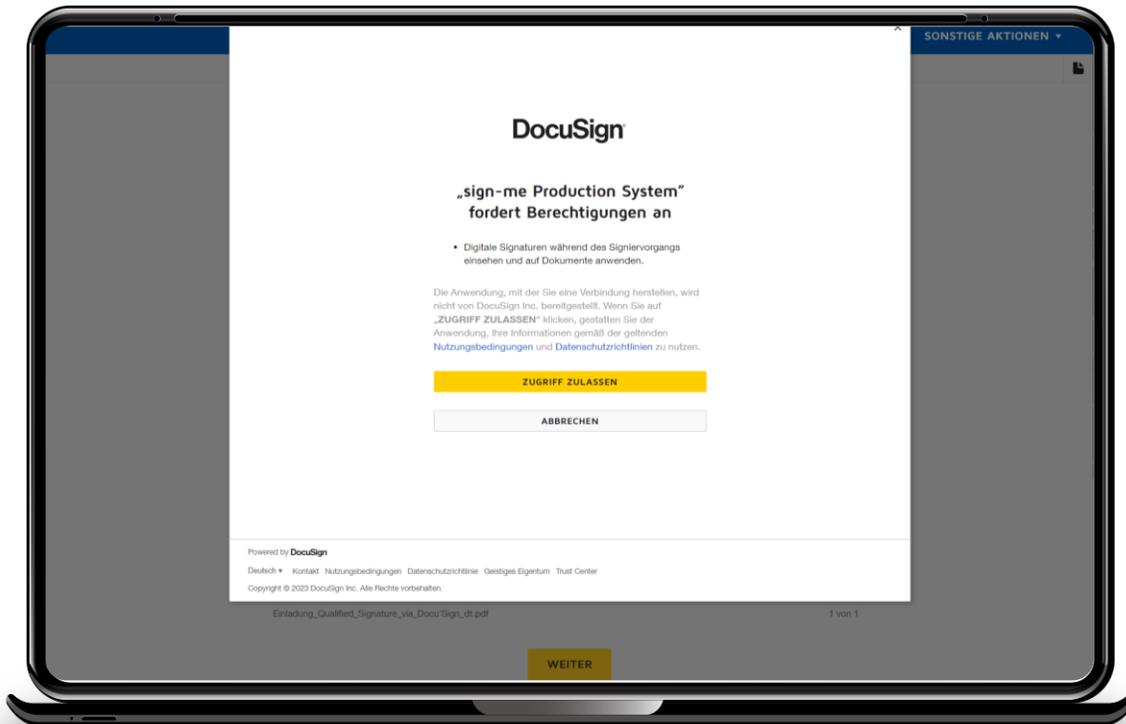


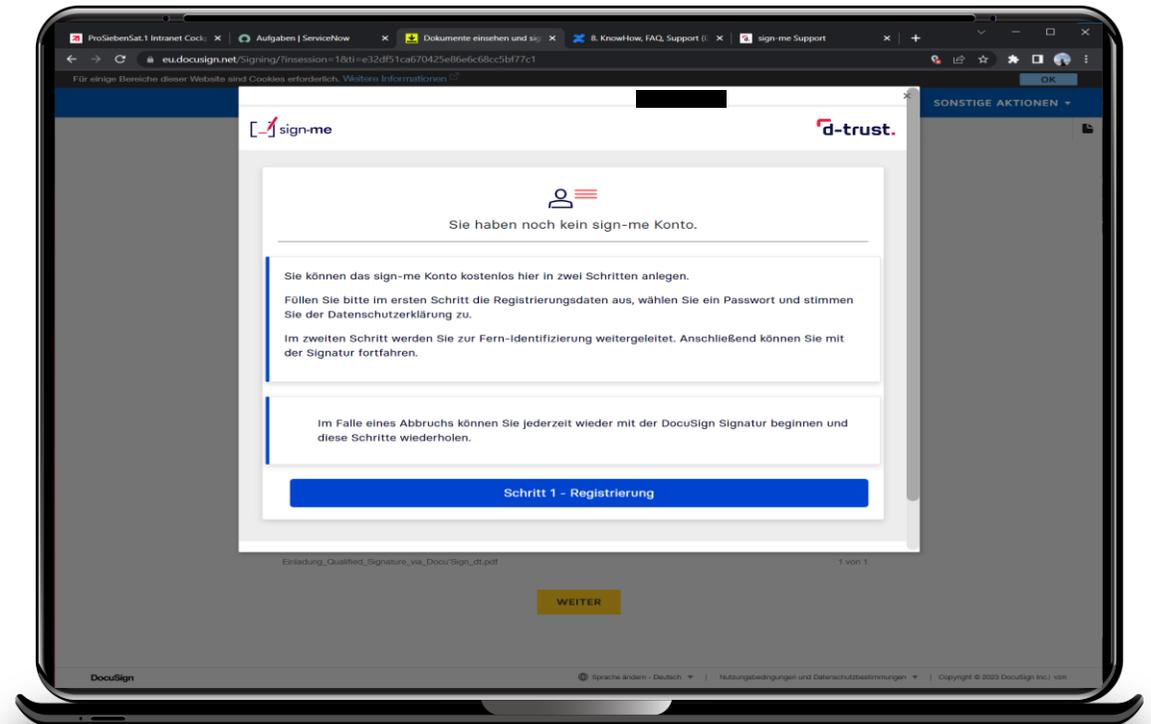
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The previous steps are identical to the simple signature without Video-Ident.
Optionally, you can take the previous steps from the following link: [Tutorial](#)

1 After you have set your signature and clicked **continue**, you will be asked for permission (**Zugriff zulassen**).



2 Step 1 - Click on registration to create a personal account at sign-me for this and further qualified signatures.



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3 Enter **personal data** (Persönliche Informationen).

The screenshot shows a tablet displaying a web form titled "Ihre Daten laut Ausweis" (Your data according to ID card). The form is part of a DocuSign process, as indicated by the "sign-me" and "d-trust" logos. The form fields include: "Bevorzugte Sprache" (Preferred language), "Vorname" (First name), "Nachname (ohne Titel)" (Last name, no title), "Ländervorwahl" (Country code, currently set to +49), and "Mobilfunknummer" (Mobile number). A "WEITER" (Next) button is located at the bottom of the form. The background shows a browser window with the URL "eu.docuSign.net".

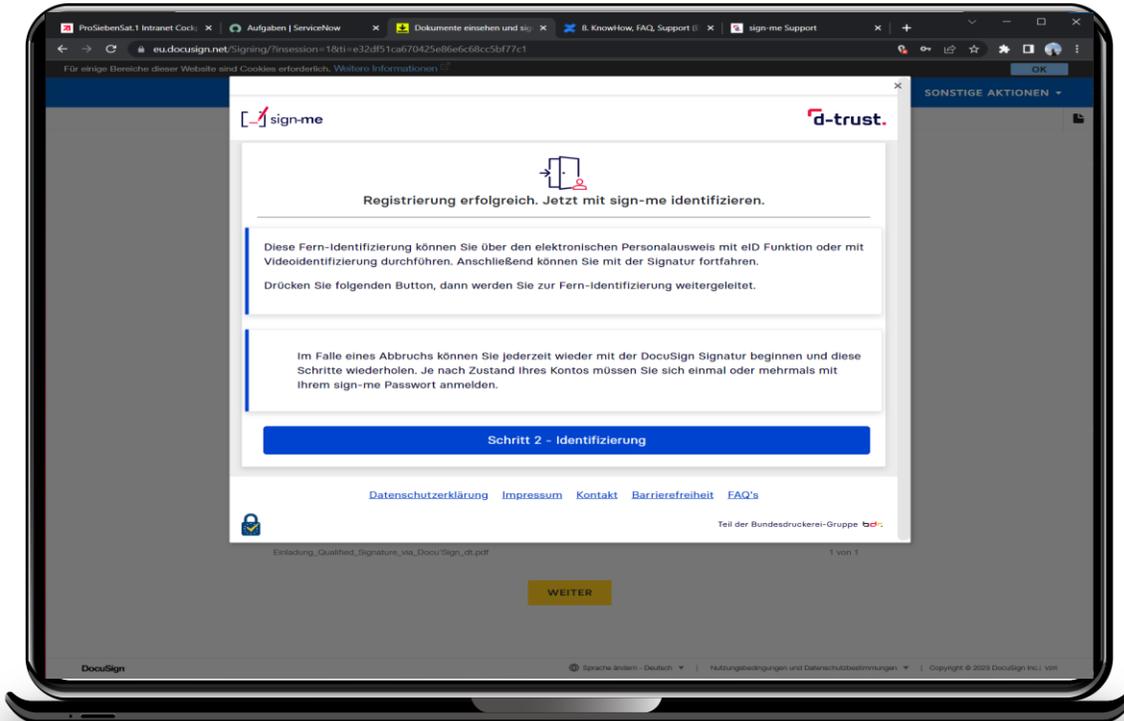
4 Set your own password that meets the requirements, accept privacy policy and continue(**weiter**).

The screenshot shows a tablet displaying a web form titled "Ihre Login-Daten" (Your login data). The form is part of a DocuSign process, as indicated by the "sign-me" and "d-trust" logos. The form fields include: "E-Mail-Adresse (schreibgeschützt)" (Email address, read-only), "Passwort wählen" (Choose password), and "Passwort wiederholen" (Repeat password). A password requirement message is displayed: "Das Passwort muss mindestens 8 Zeichen lang sein und mindestens einen Großbuchstaben, Kleinbuchstaben, eine Zahl und eines der Sonderzeichen !-_*?&@-~-% enthalten. Achten Sie bitte auch darauf, dass sich die Zeichen möglichst nicht wiederholen, wie z.B. bei diesem schwachen 'Passwort': 'A1aaaaa-'." A "WEITER" (Next) button is located at the bottom of the form. The background shows a browser window with the URL "eu.docuSign.net".

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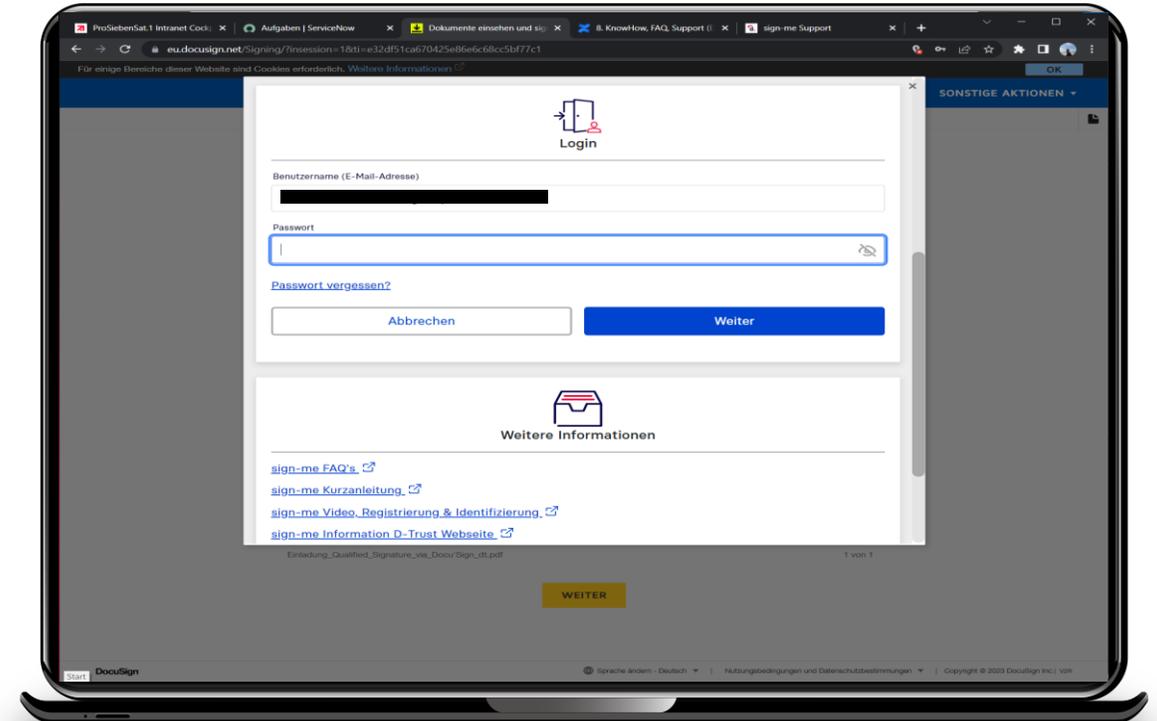
5

Continue with (Step 2 – Identification) **Schritt 2 – Identifizierung.**



6

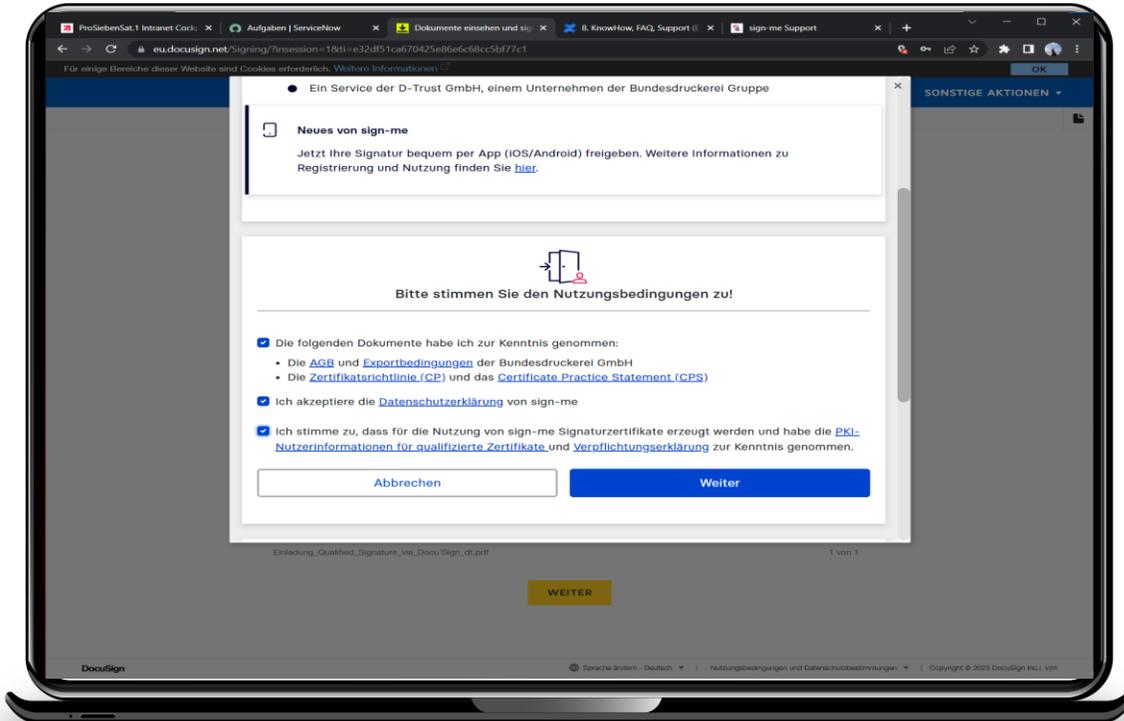
Login with the password from the previous registration, then continue (**weiter**).



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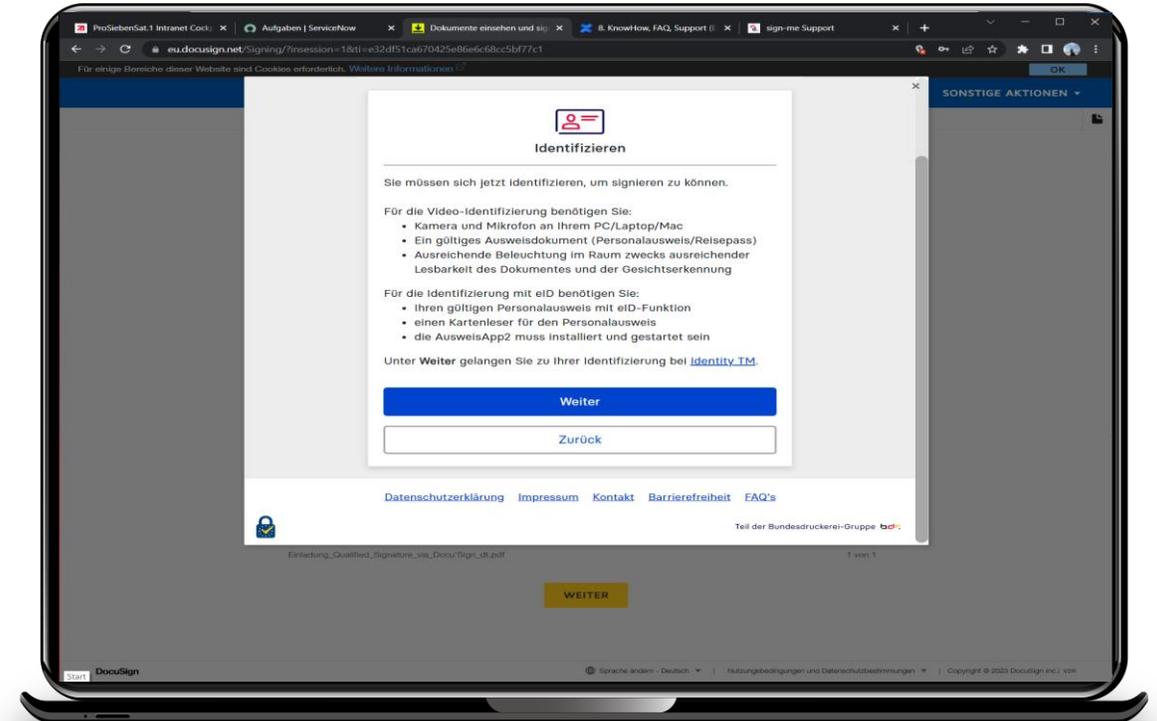
7

Agree to the terms of use and continue (**weiter**).



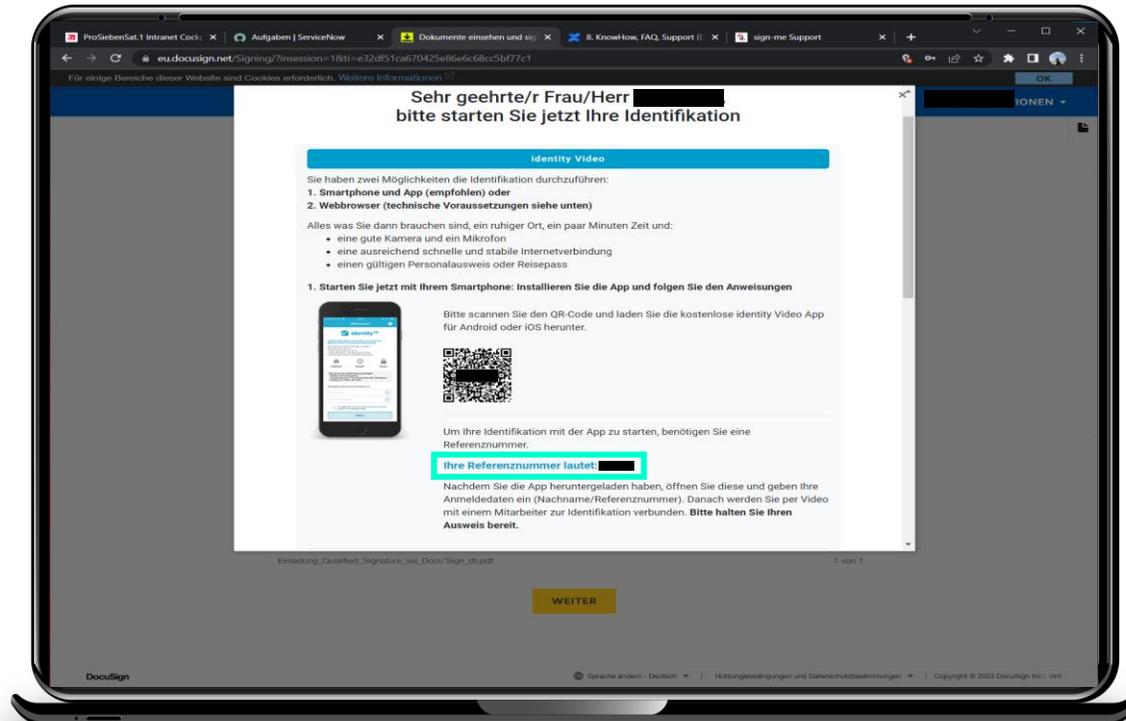
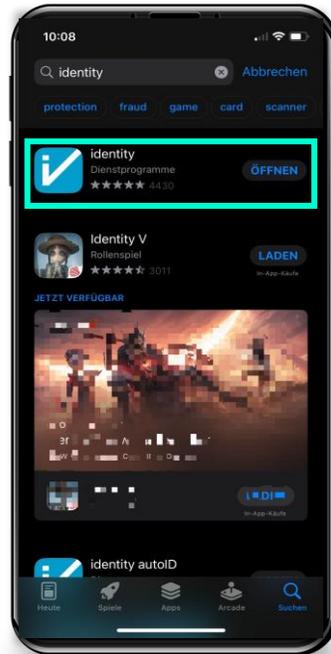
8

Identification start with more (**weiter**).

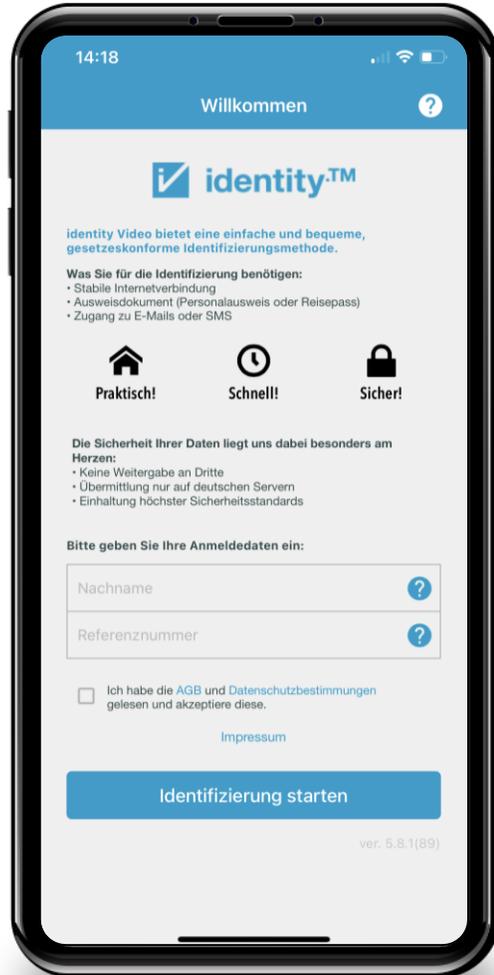


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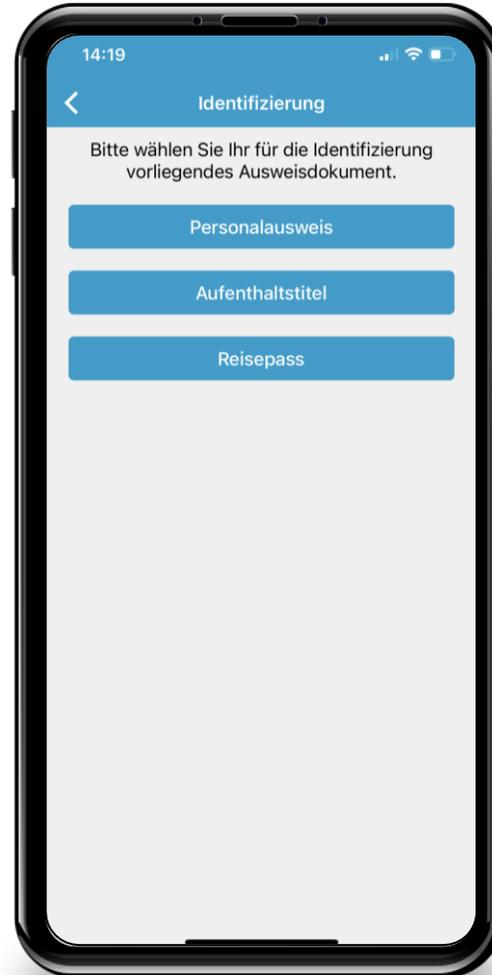
- 9 Download app **identity** (identity Trust Management AG), **not** identity autoID or identity online to a smartphone and remember or copy **reference number**.



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10
Insert your name (**Nachname**), the reference number (**Referenznummer**), accept the terms of user (**AGB**) and click „**Identifizierung starten**“ to start the authentication.



11
Choose between ID card (**Personal- ausweis**), Residence permit (**Aufenthaltstitel**) or Travel passport (**Reisepass**)



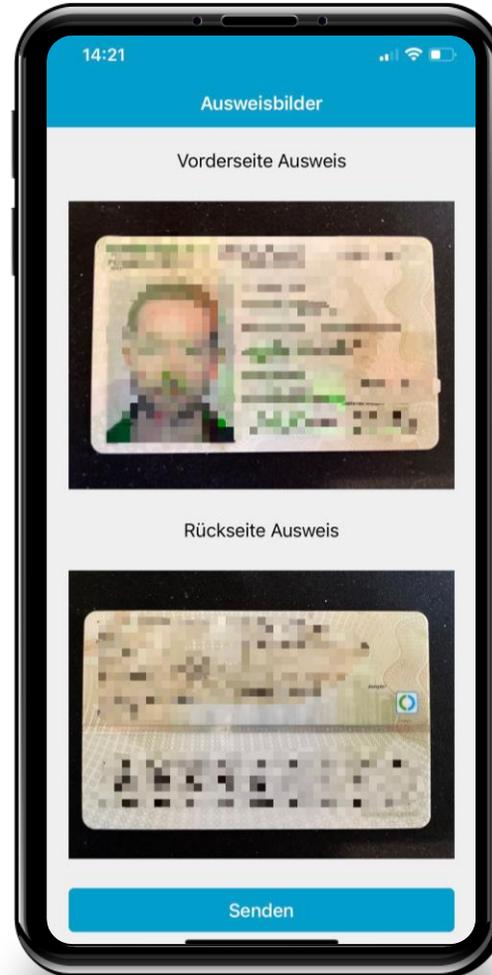
12
Choose country of issuance (**Ausstellungs- land**).

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13

Have your chosen **ID document** ready and click on continue (**weiter**).



14

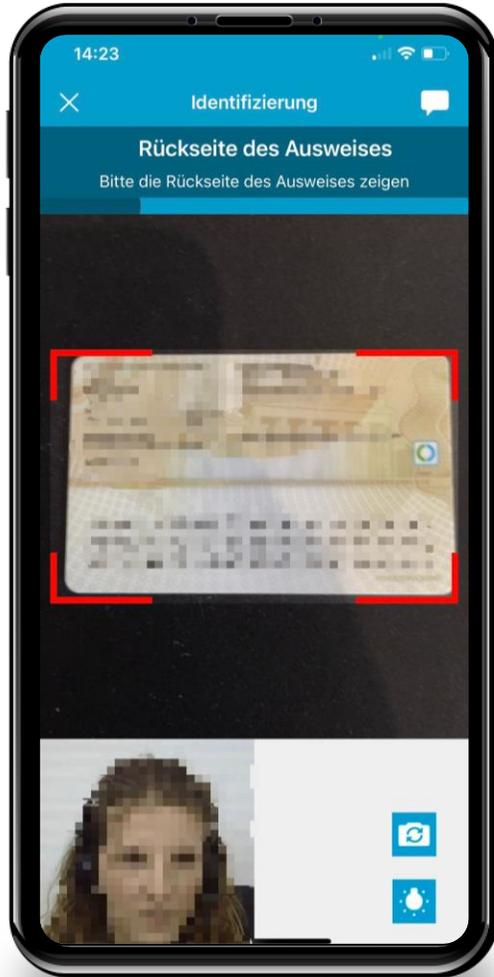
Take a photo of the front and back of your identification document and click on send (**Senden**)



15

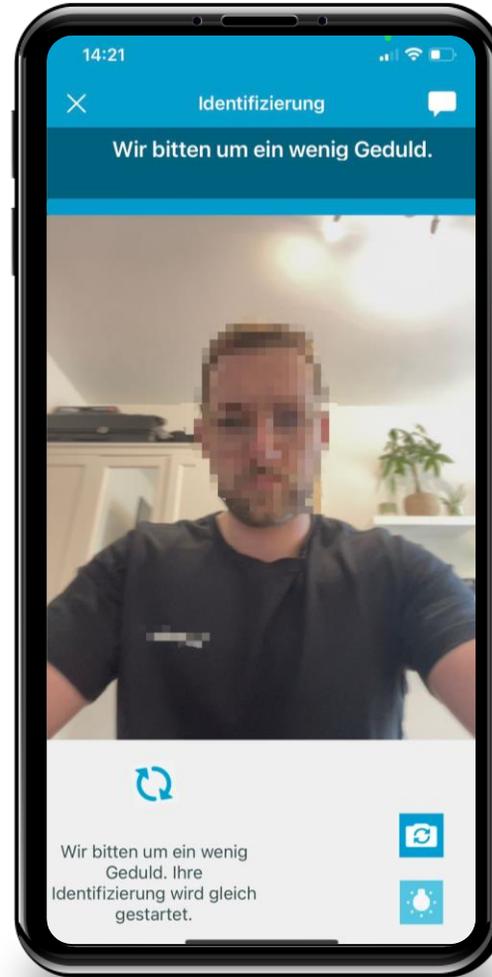
Your ID document will be verified by a call center agent.

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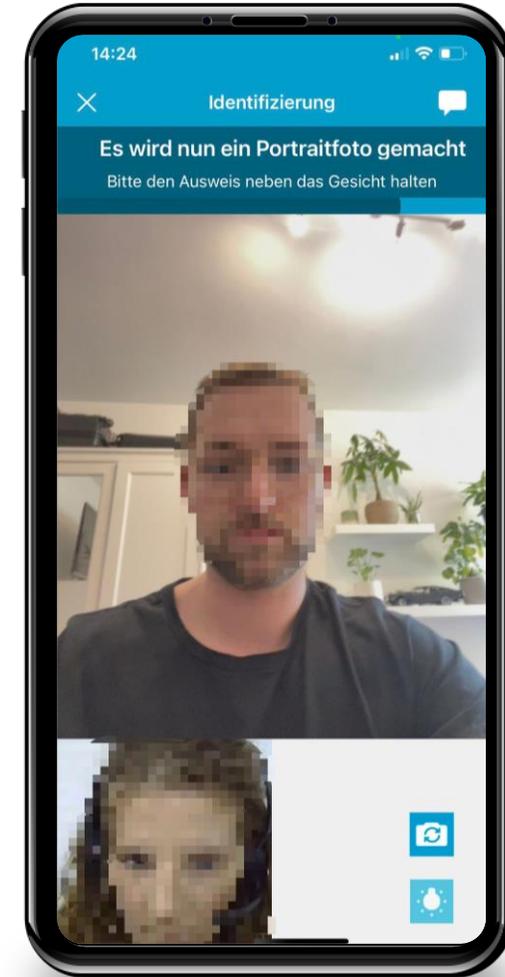
16

Your ID document will be verified by a call center agent.



17

Wait for response.



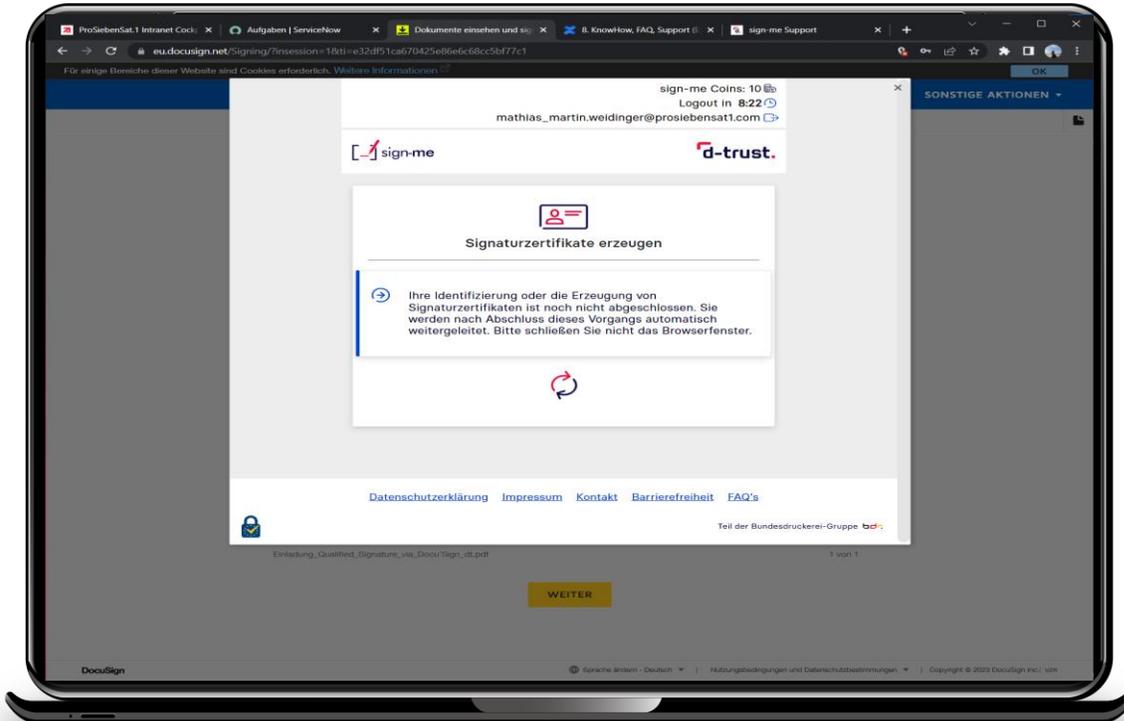
18

Get ready for a **selfie**.

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19

Wait in browser, until the signature certificate has been generated.



20

Request a TAN (**TAN anfordern**), wait for the **SMS** with the code on your phone, enter the code and confirm. The document is signed now.

