



**CONFERO**

# ADMIN MANUAL

## **IntraSign**

Certificate-based  
Internal Signature

Version 1.0 Freedom UI

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# Introduction

**IntraSign** is a **native add-on** for the Creatio platform, designed to operate within its **no-code/low-code** environment.

The **Certificate-based Internal Signature** functionality enables users to digitally sign Microsoft Word and PDF documents using a custom **.pfx** certificate, by clicking the **Sign internally** button.

The **Sign internally** button has been added to the **File** detail. It is available in both **Classic UI sections** and the standard **Attachment list** within **Freedom UI** sections.

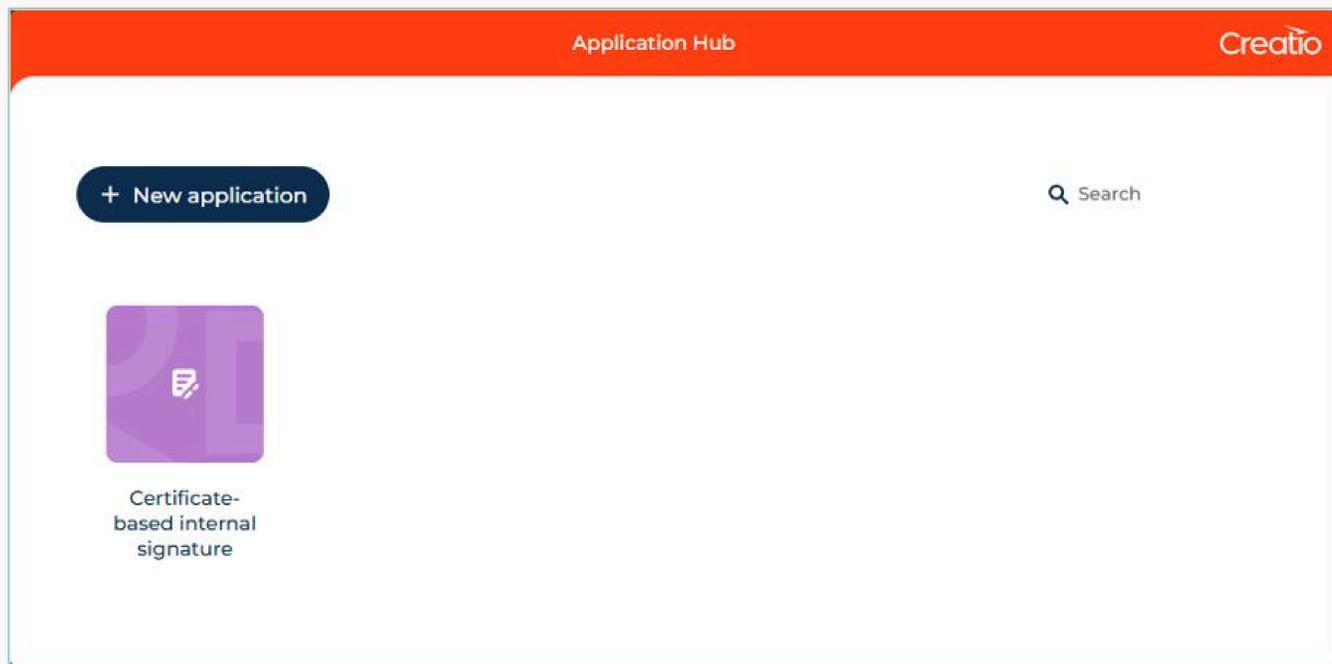
The functionality is provided as a Creatio application in a **.zip** archive containing several interdependent **Creatio packages**. All packages must be installed together as part of a single application.

Installation is performed via **System Designer → Applications → Installed applications**.

This **admin manual** provides **detailed guidance** on system settings and configuration steps.

# Settings for Internal Certificate

1. Install a provided application using Application Hub.

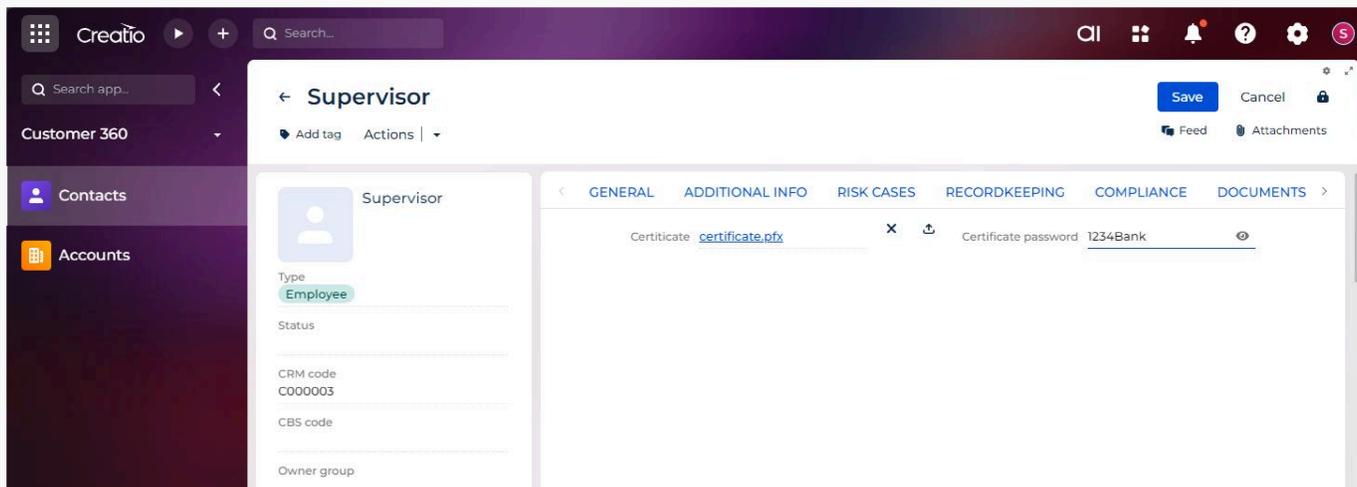


## Please note!

After successful product installation you should flush Redis database and restart your Creatio environment. If you are using cloud version of Creatio you could use Maintenance tools for Creatio add-on to do that. Otherwise just clear Redis cache by using standard management tools for Redis like redis-cli and restart web server where your Creatio environment is hosted.

2. Create a user certificate using any available method (PowerShell, OpenSSL, digital certificate provider, etc.) in the format **\*.pfx**

### 3. Save the certificate in the user's contact profile.



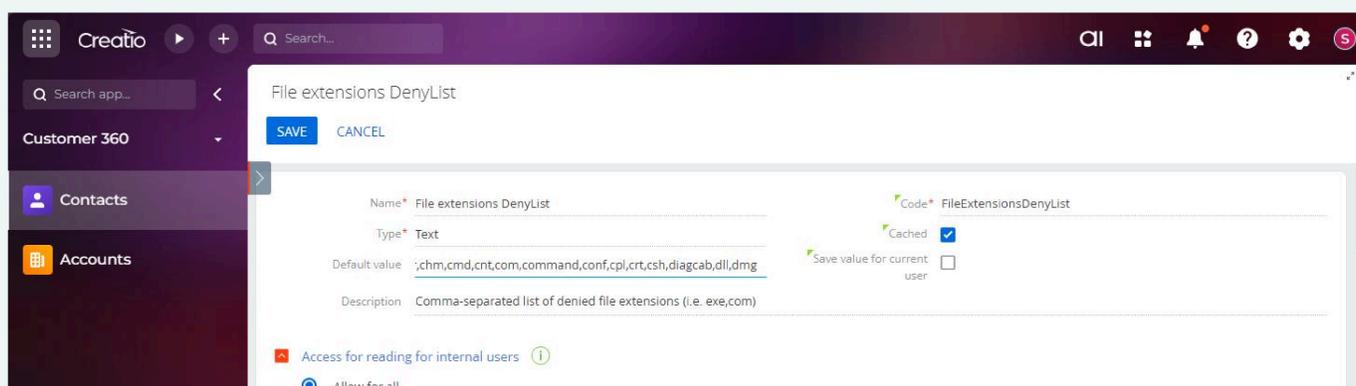
### 4. Assign permissions to the operation (see section **Access to Operations**).

#### Please note!

You might receive the following error message while uploading user certificate:



In this case, you might need to exclude from the system setting **FileExtensionsDenyList** der file extension or maybe other extensions depending on certificate format you are using.



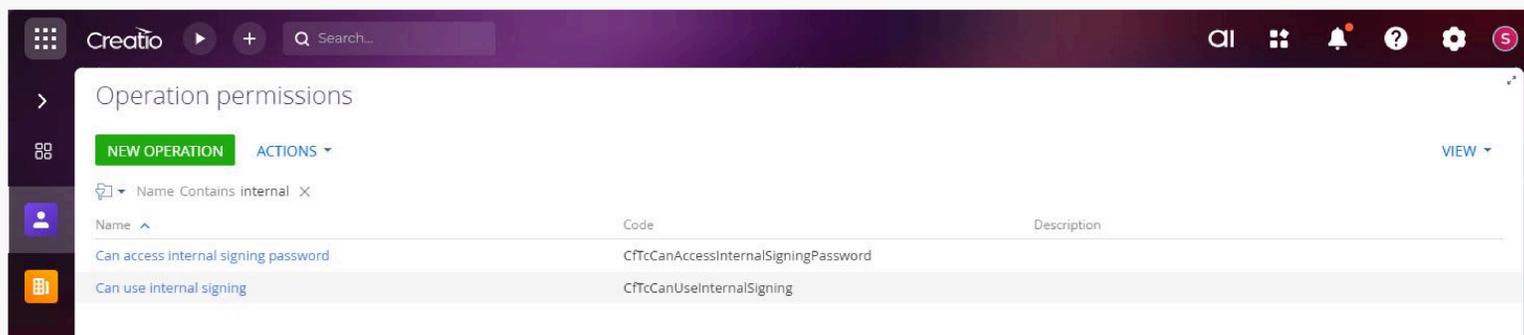
# Access to Operations

The Operation permissions section is used to implement additional control over access rights for specific actions.

1. To access the Operation permissions section, open the **System Designer** by pressing the **Settings** button in the top right corner of the application. Under **Users and administrations**, select **Operation permissions**.

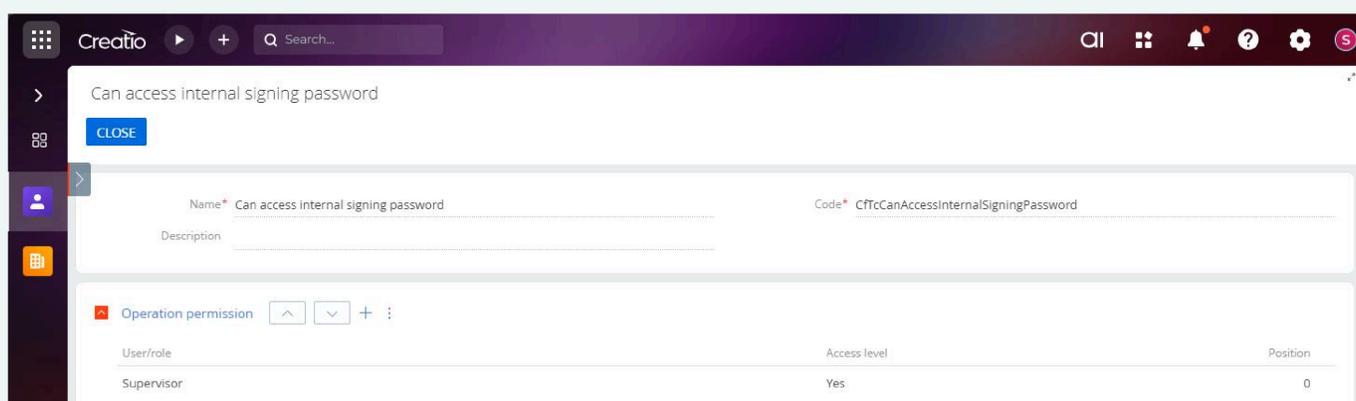
## 2. Available operations:

- **Can use internal signing** - the main operation that allows users to manage signing certificates and perform signing operations.
- **Can access internal signing password** - an operation that allows users to view signing certificate passwords.

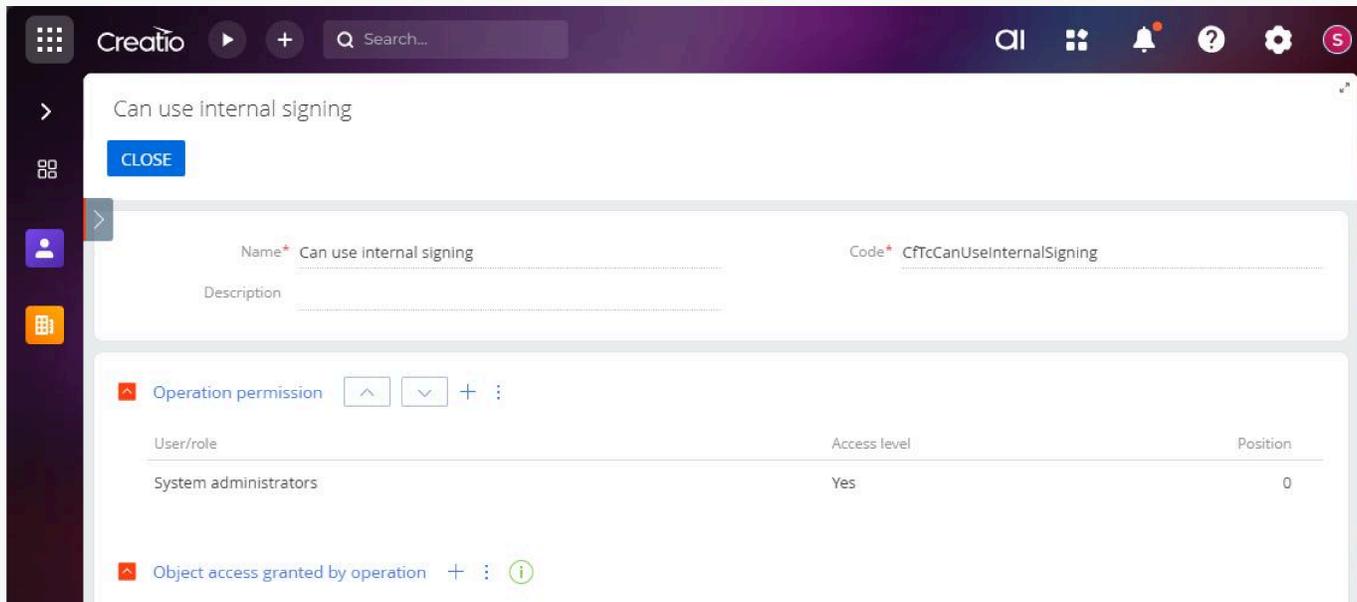


## Please note!

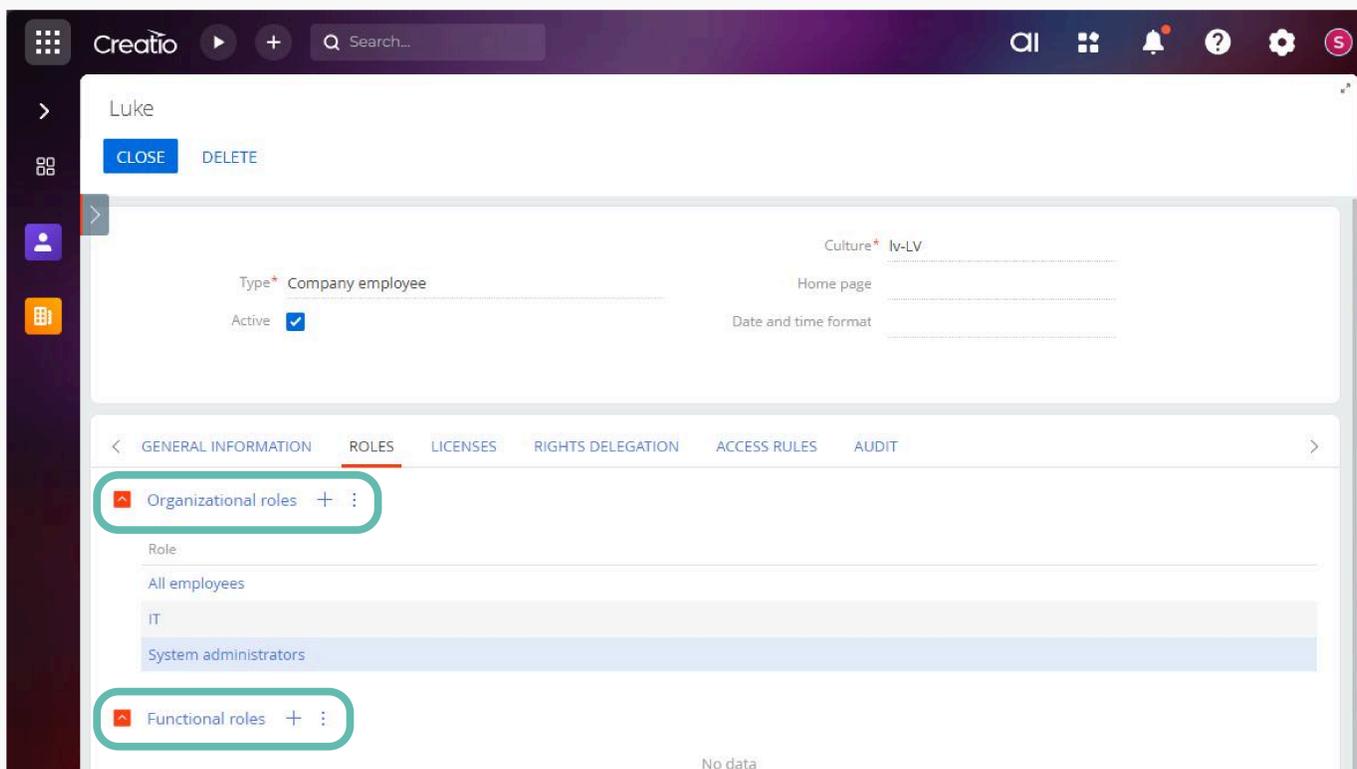
The **Supervisor** must be included in the **Can access internal signing password** operation.



3. These permissions can be assigned to functional roles, organisational roles, or directly to individual users.



4. You can also assign rights to a user by adding them to a functional or organisational role.





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Expertise  
that powers

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