

WHITE PAPER

IseoSign for Electronic Forms

with OpenText and DocuSign

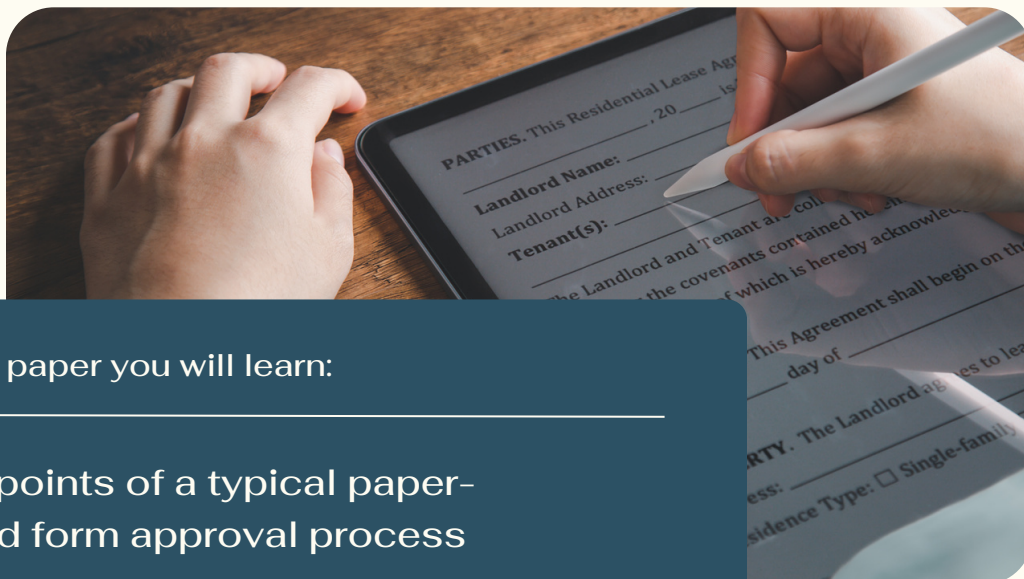
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IseoSign for electronic forms

As digital transformation accelerates and remote work becomes standard, organizations are turning to e-signatures to streamline approvals and reduce paperwork. DocuSign is a trusted solution for fast, secure electronic signing—but complex workflows and enterprise integration often demand more.

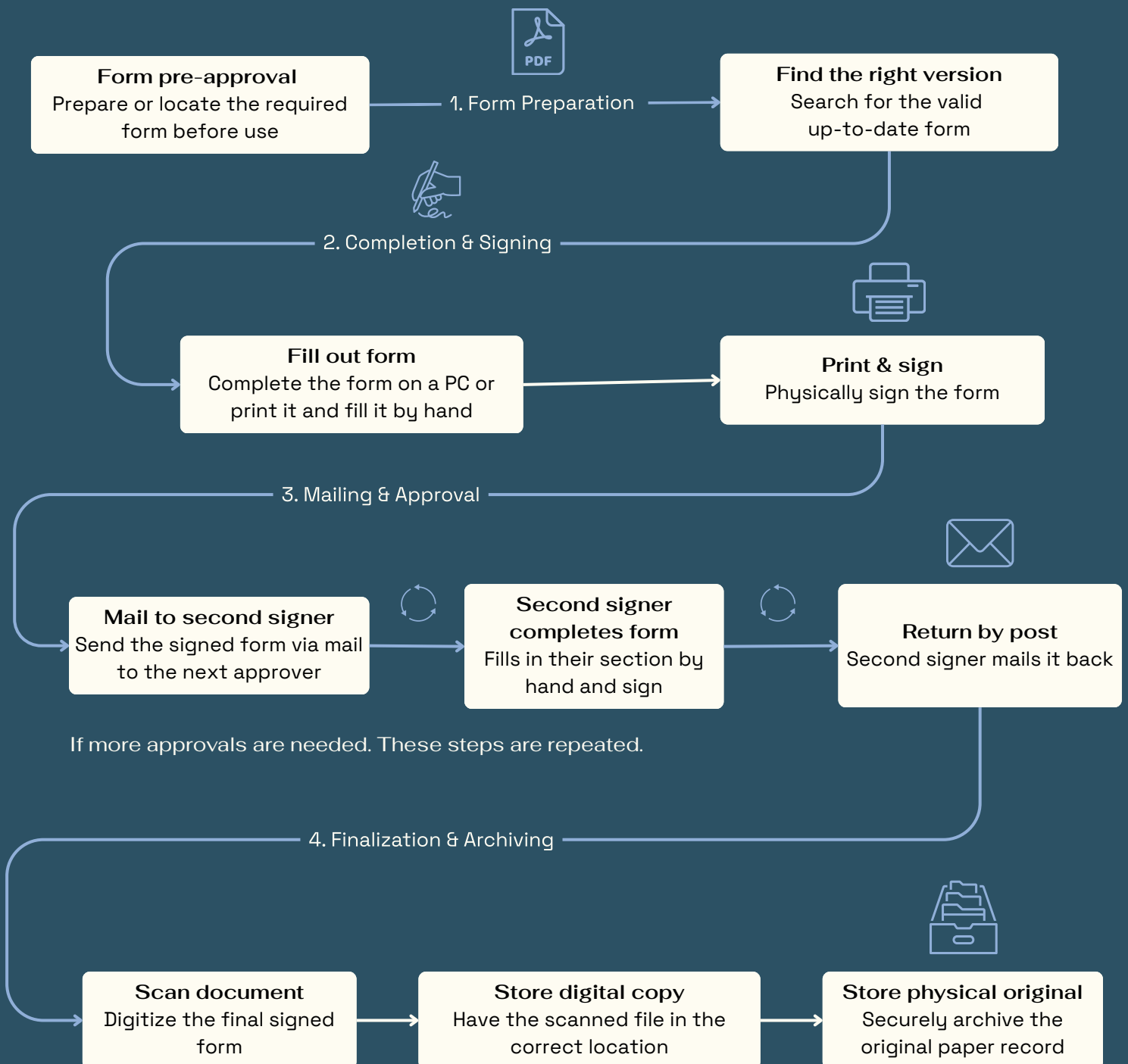
IseoSign extends DocuSign's capabilities by integrating with OpenText Content Suite, enabling structured electronic forms, automated routing, metadata capture, and compliant storage. It transforms DocuSign into a complete digital form solution tailored for enterprise and regulated environments.



In this white paper you will learn:

- 1 Pain points of a typical paper-based form approval process
- 2 Benefits of IseoSign for Electronic Forms
- 3 IseoSign technical features

A typical paper-based form approval process



Pain points of a typical paper-based form approval process



Time-Consuming

Filling out forms and signing them takes longer due to the need for physical handling and postal delays.



Inefficient

Manual routing of documents for signatures can lead to bottlenecks. Tracking the status of documents is cumbersome and prone to error.



Storage Challenges

Paper documents require physical storage, leading to clutter and difficulties in organization and retrieval.

Risk of loss or damage (e.g., fire, flooding).



Compliance and Security Risks

Challenges with data protection regulations.

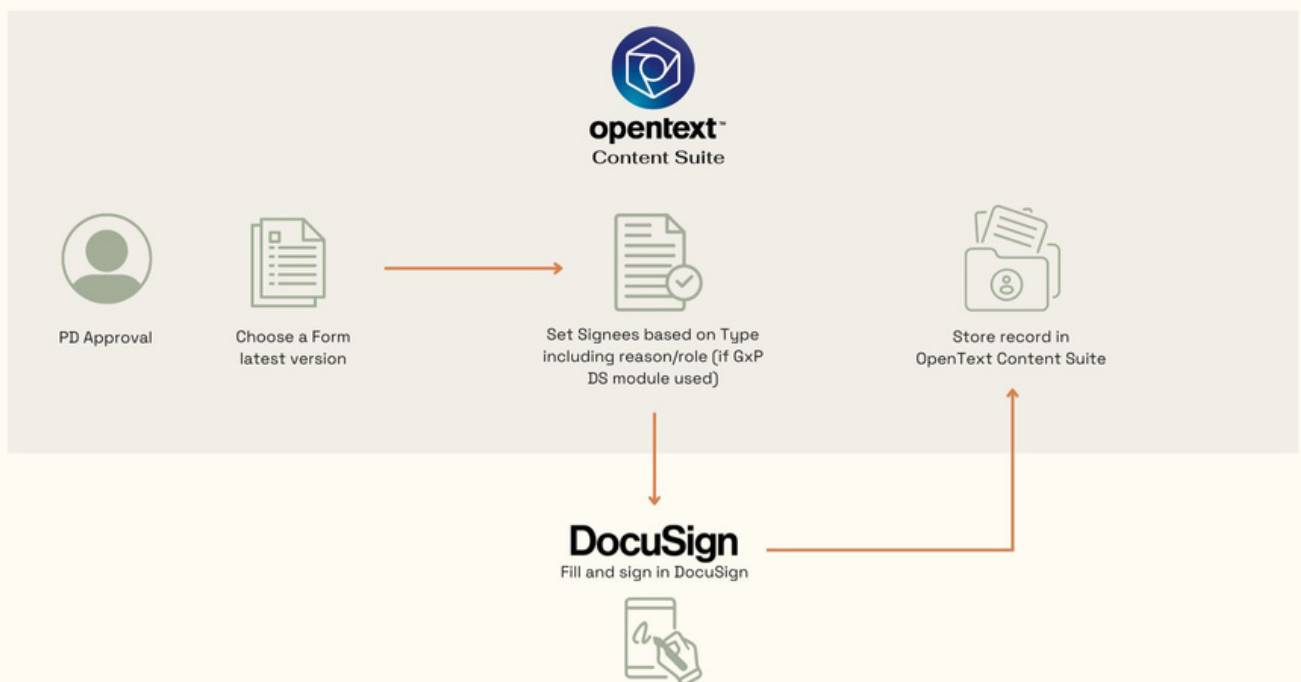
Risk of unauthorized access to sensitive information.



Environmental Impact

Printing, signing, and storing paper consumes resources and contributes to waste.

IseoSign for electronic forms approval process



Streamlined
Digital Process



Automated
Workflows



Secure Electronic
Storage

Benefits of IseoSign for electronic forms



Streamlined Digital Process

- Users can fill out forms electronically, no need for physical documents
- DocuSign enables easy signing with just a few clicks, reducing delays



Automated Workflows

- Automatic routing of documents for review and approval, minimizing bottlenecks
- Real-time tracking of document status, enhancing transparency



Secure Electronic Storage

- Documents are stored securely in the cloud, making retrieval easy and reducing physical clutter
- Backup and disaster recovery processes help prevent data loss



Enhanced Compliance and Security

- Digital signatures are legally binding and can be audited for compliance
- Advanced security features protect sensitive information, ensuring only authorized access



Sustainability

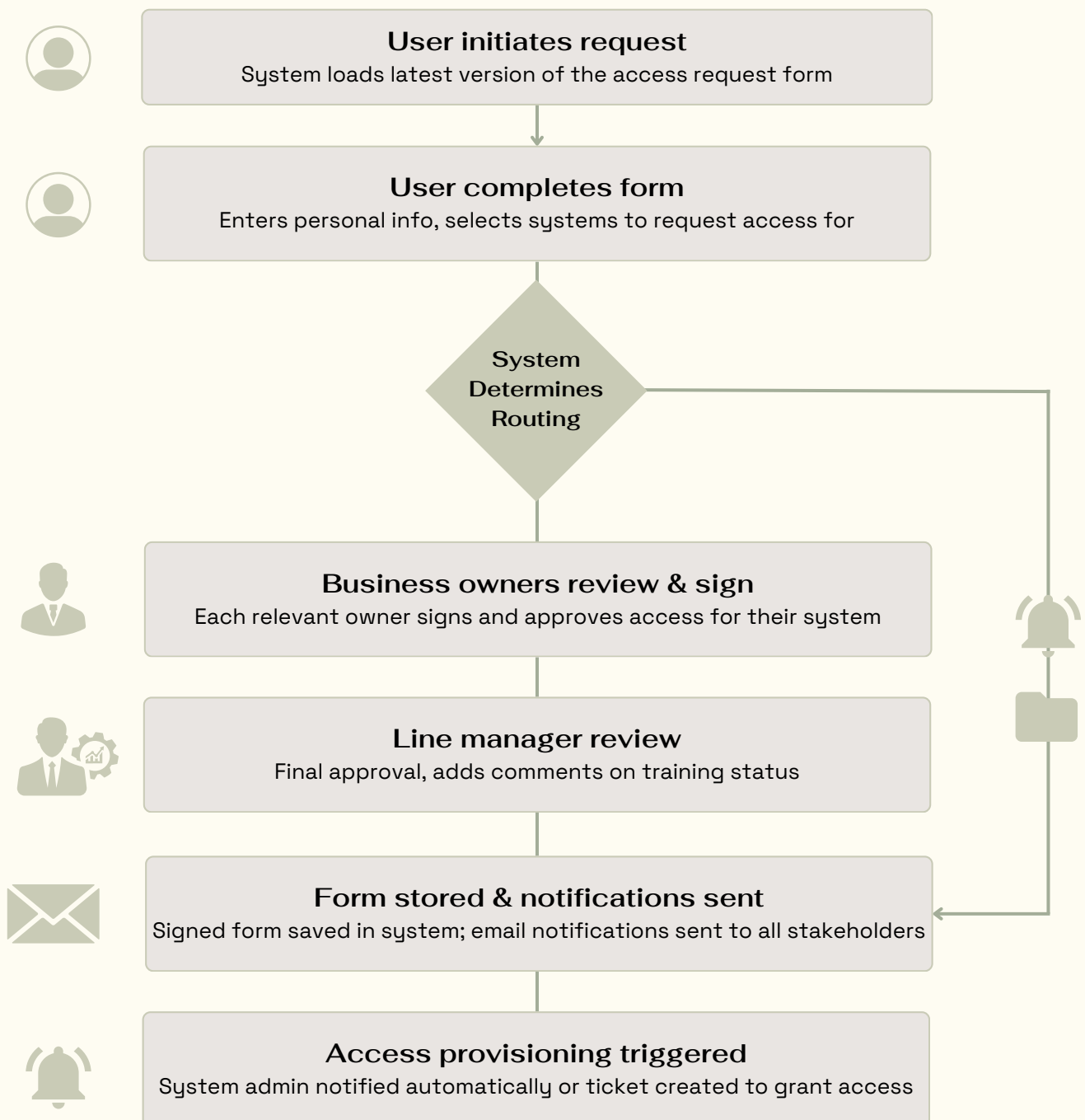
Reduces paper usage, contributing to environmental sustainability

IseoSign technical features

- ✓ Always uses the latest version of the form
- ✓ Includes predefined fields for each person who needs to sign
- ✓ Can be started manually or triggered automatically
- ✓ Routes the form based on the information entered
- ✓ Allows fast and easy electronic signatures, including for GxP use
- ✓ Automatically saves signed forms in a set location
- ✓ Sends automatic notifications when needed
- ✓ Pulls information from the form into your system
- ✓ Can trigger other processes based on the form's status or content



Example of a form approval process with IseoSign





ABOUT ISEOLABS

We specialize in Enterprise Information Management solutions for collaboration, document management, archiving, and the optimization of document-centric business processes from the first idea to the replacement / migration of an application.

We focus on customers in Europe and Asia, serving small, medium and large companies with SAP®, OpenText®, and Microsoft® as strategic IT suppliers.

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