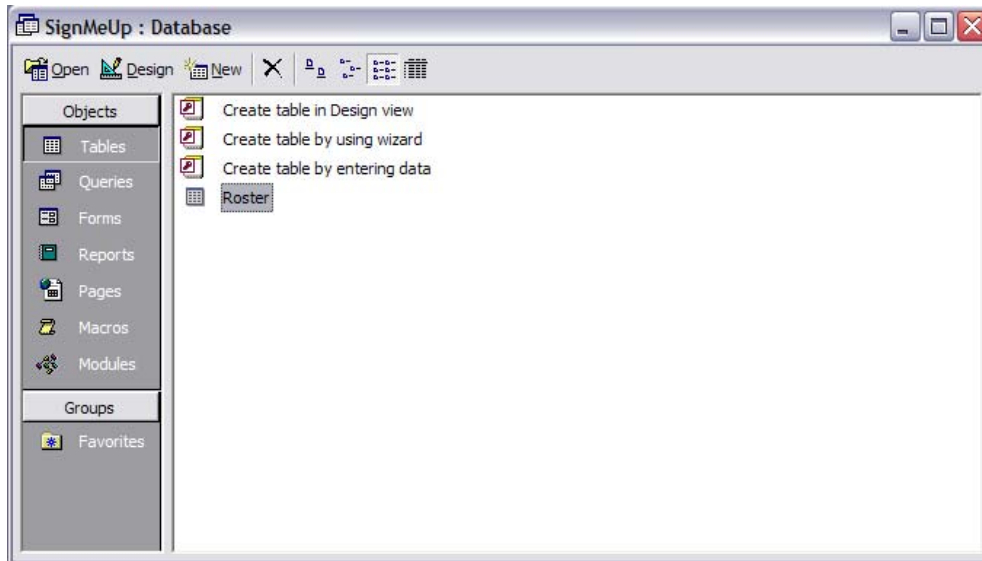


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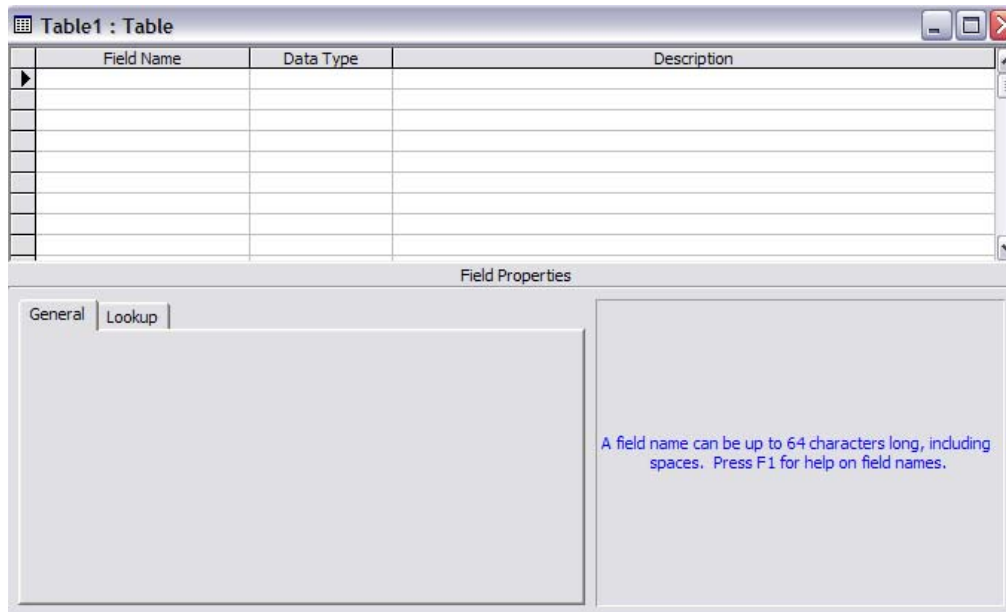
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Begin by opening the SignMeUp access file. From this menu choose to create a table first by clicking on 'Create table in Design View'



This will bring up the table design view window.

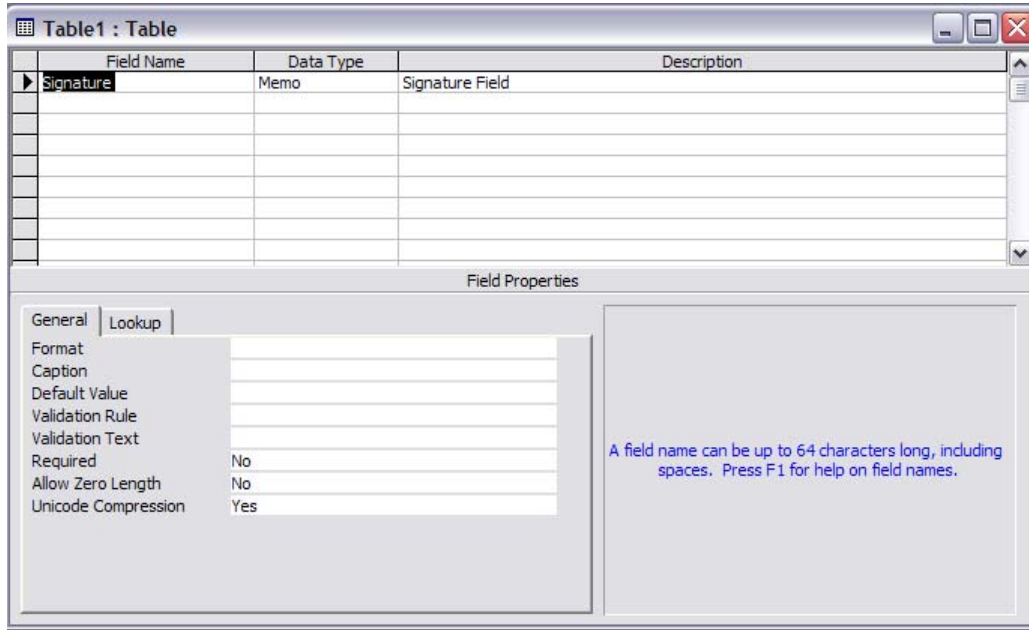


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In the 'Field Name' column enter 'Signature', and in the 'Data Type' column choose 'Memo' and in the 'Description' column enter any description desired. This field will hold the signature.



When the fields are added then save the table. This can be easily accomplished by simply closing the table. This will bring up a window that will ask if the user wants to save the changes, click 'Yes' and a 'Save As' window will appear. Name the table and click 'OK'

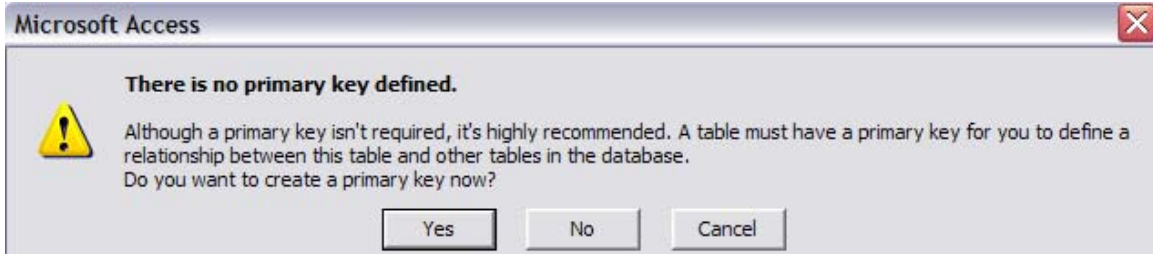


Once the user clicks 'OK' a window will appear that denotes no primary key was defined. Unless denoted by a developer or system administrator, simply click 'Yes' and allow Access to create a primary key for the table.

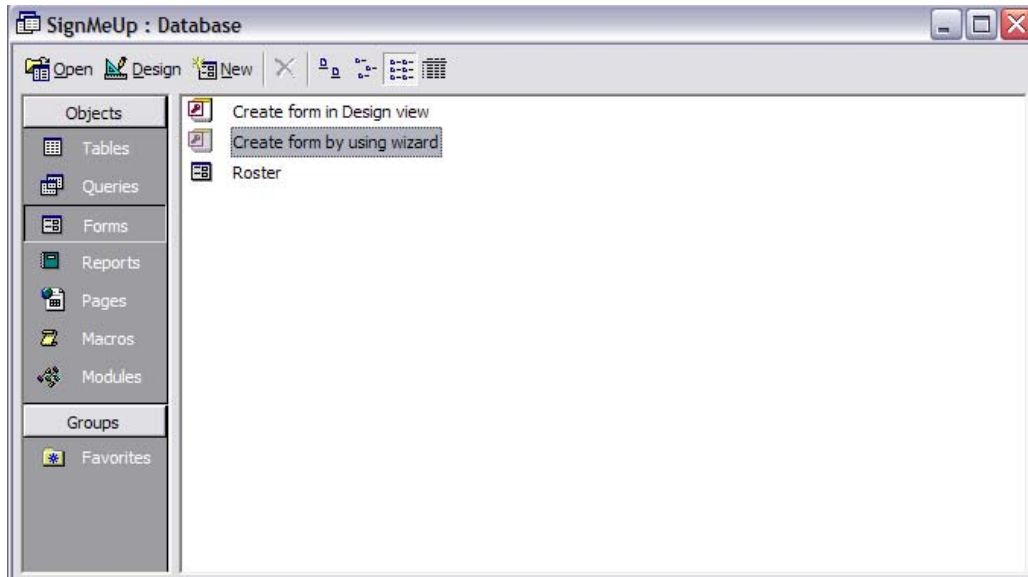
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Once the table has been created and saved, the next step is to create a new form. The easiest way to accomplish this is to choose 'Create a form by using wizard'.

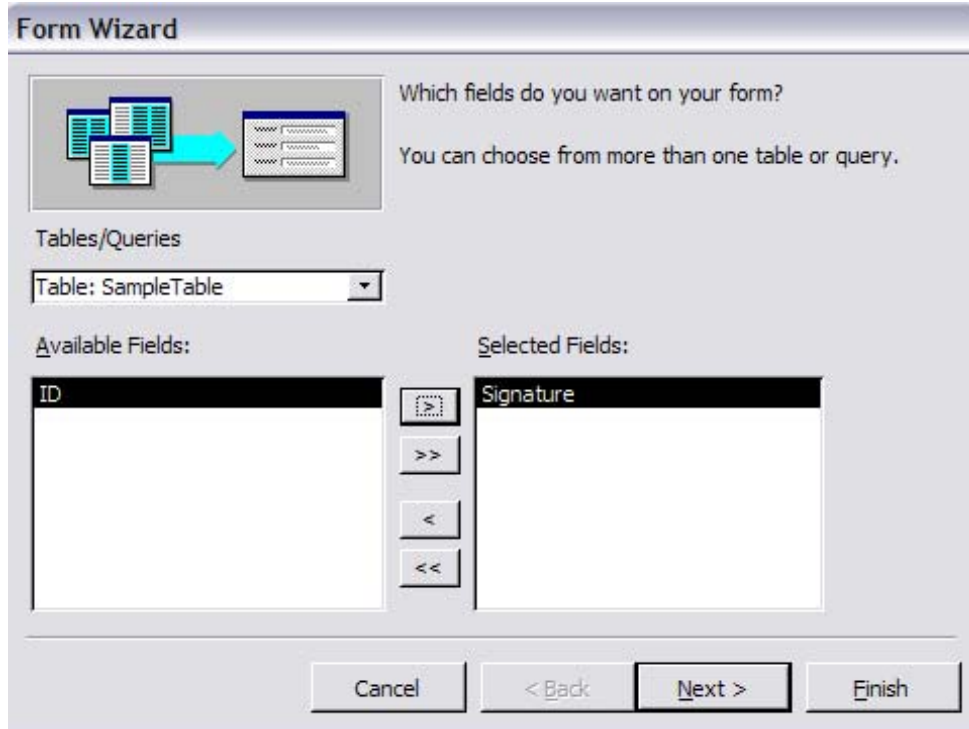


This will open the Form Wizard. Make sure to place the signature field in the 'Selected Fields' box by highlighting the signature field in the 'Available Fields' box and using the arrows in the middle of the window move it to the 'Selected Fields' box, then click 'Finish.' The ID Field is unnecessary and can be omitted.

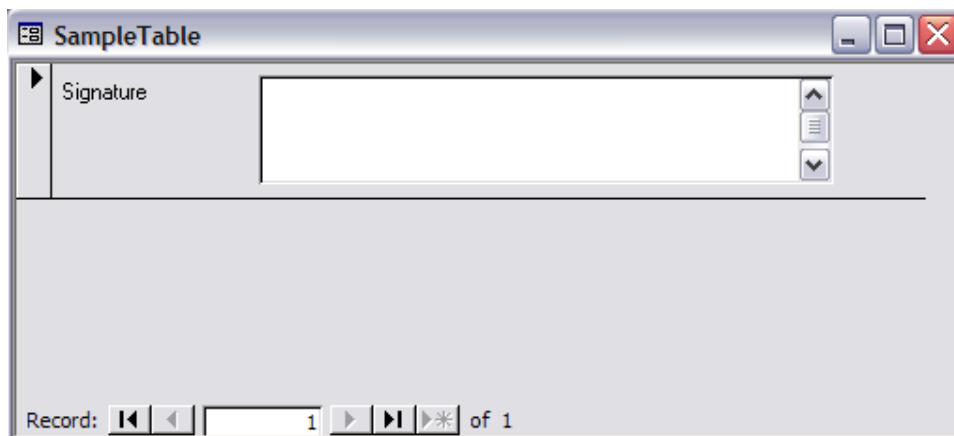
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After clicking 'Finish' the form will be created.



To make necessary changes to the form the user must be in 'Design Mode'. To go into 'Design Mode' simply click on the 'Design Mode' icon.

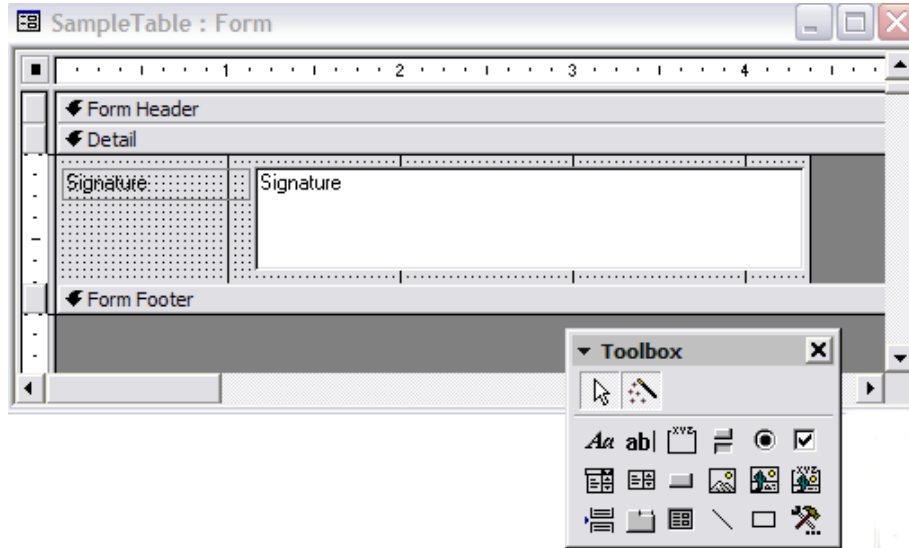


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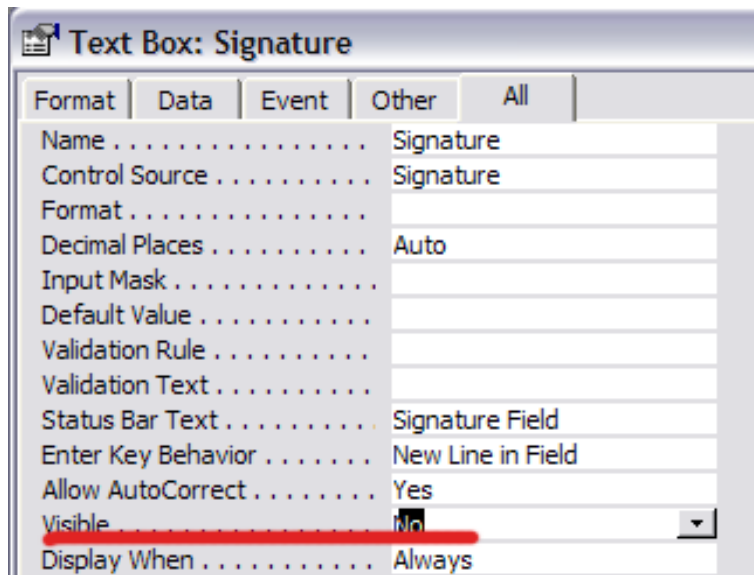
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Once in 'Design Mode' the form that has been created will be easy to edit and add the requisite buttons and controls to.



Note: At this point it is important to have the Toolbox window opened. If the Toolbox window is not visible, click on View...Toolbox to open it.

Once in Design Mode, right click on the white signature box to select it and choose 'Properties'. Under the 'All' tab make sure the 'Visible' property is No.

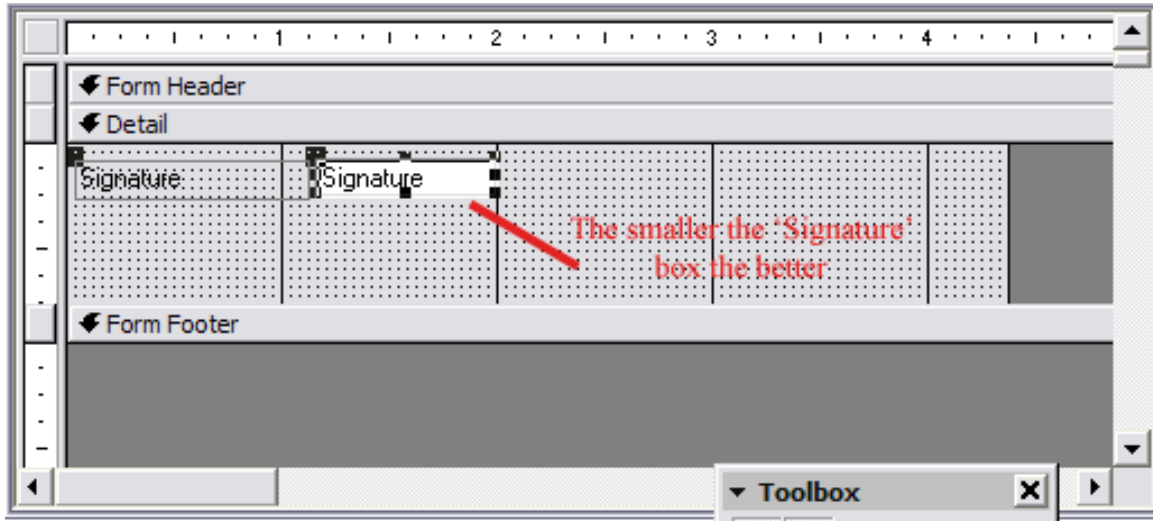


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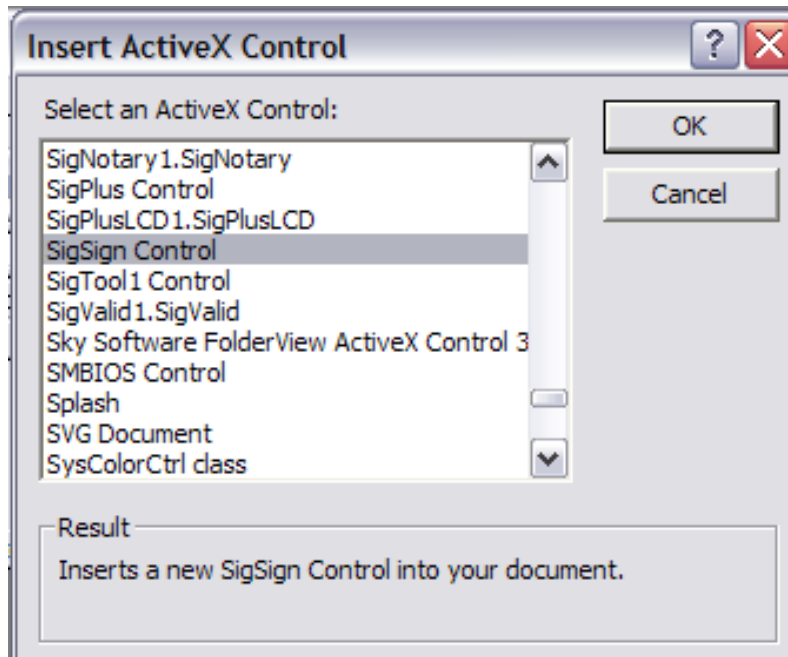
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Next, resize the signature box as the less room it takes up the better.



Next delete the 'Signature' header by highlighting it and using the backspace key. Once that is complete, now the user must add the SigPlus and SigSign ActiveX controls. Start by choosing Insert...ActiveX Controls. This will bring up a window to choose which controls to add. Choose SigSignControl, and click 'OK'

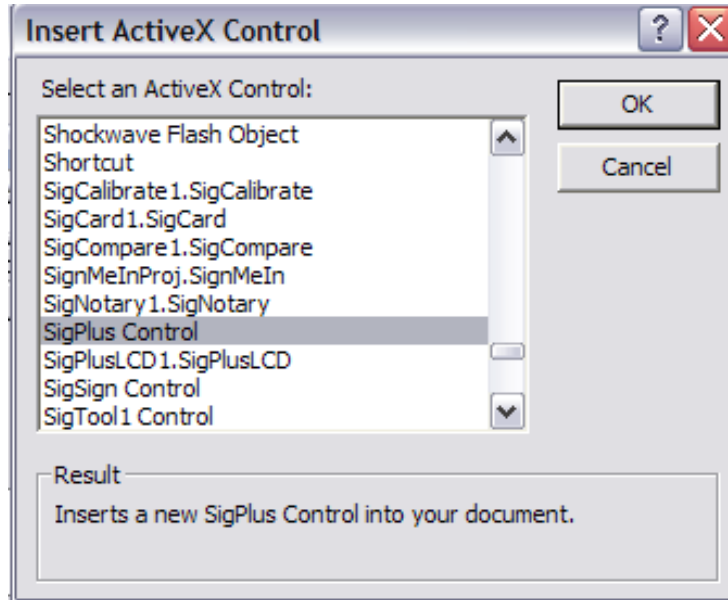


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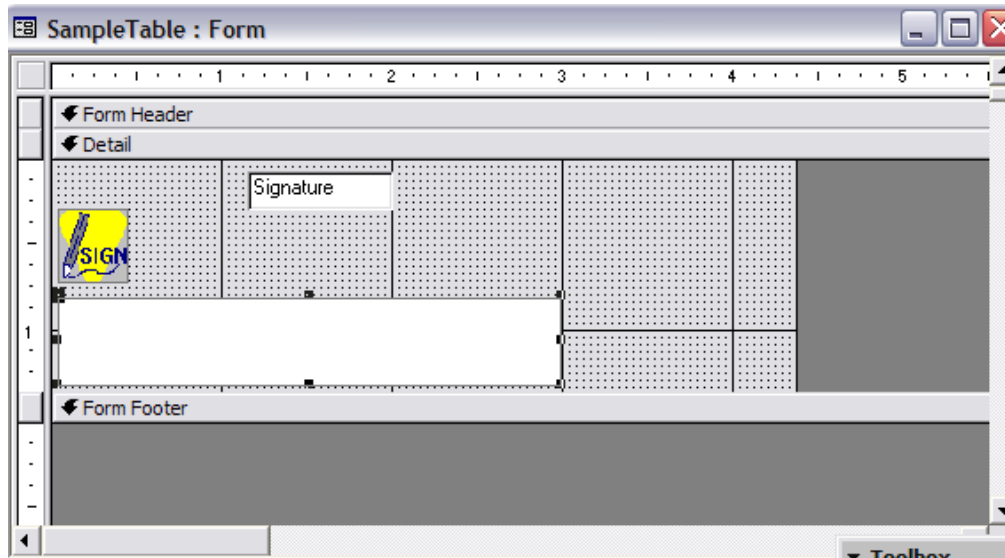
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This will add a Topaz button to the form. The user can resize this button and place it anywhere in the form by simply clicking and dragging it. Next add another ActiveX control called 'SigPlus Control'. This is where the visible signatures will be displayed so take that into account when sizing this control.



Once both controls are added the form may look something like this, but the user can place the controls wherever they desire.

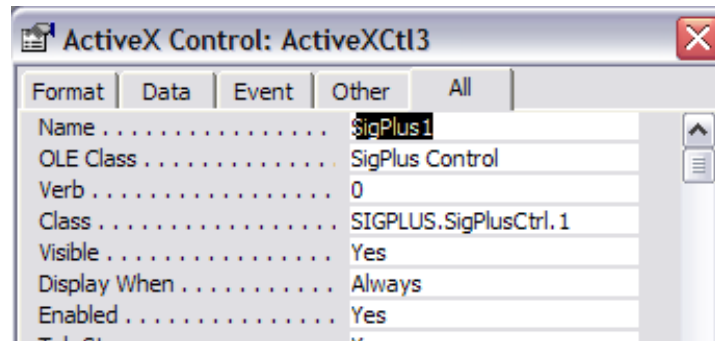
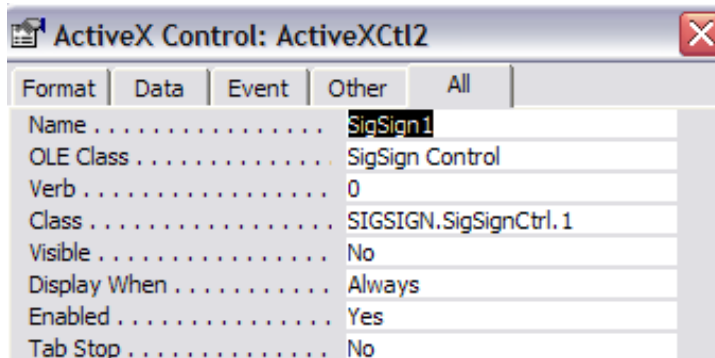


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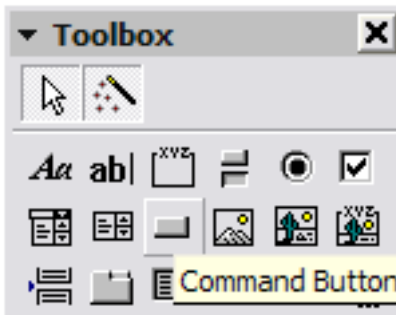
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With both controls added right click on each control and rename them under the 'All' tab. The 'SigControl1', denoted by the Topaz Sign graphic, needs to be named SigSign1. The SigPlus Control (the 'white box') needs to be renamed to SigPlus1.



Once both controls have been placed and renamed accordingly the user must now add a control button. The control button can be found in the Toolbox.

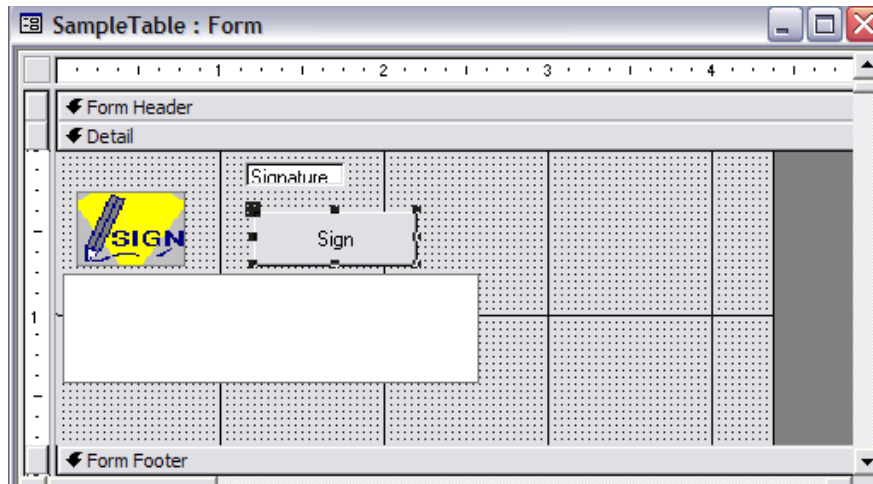
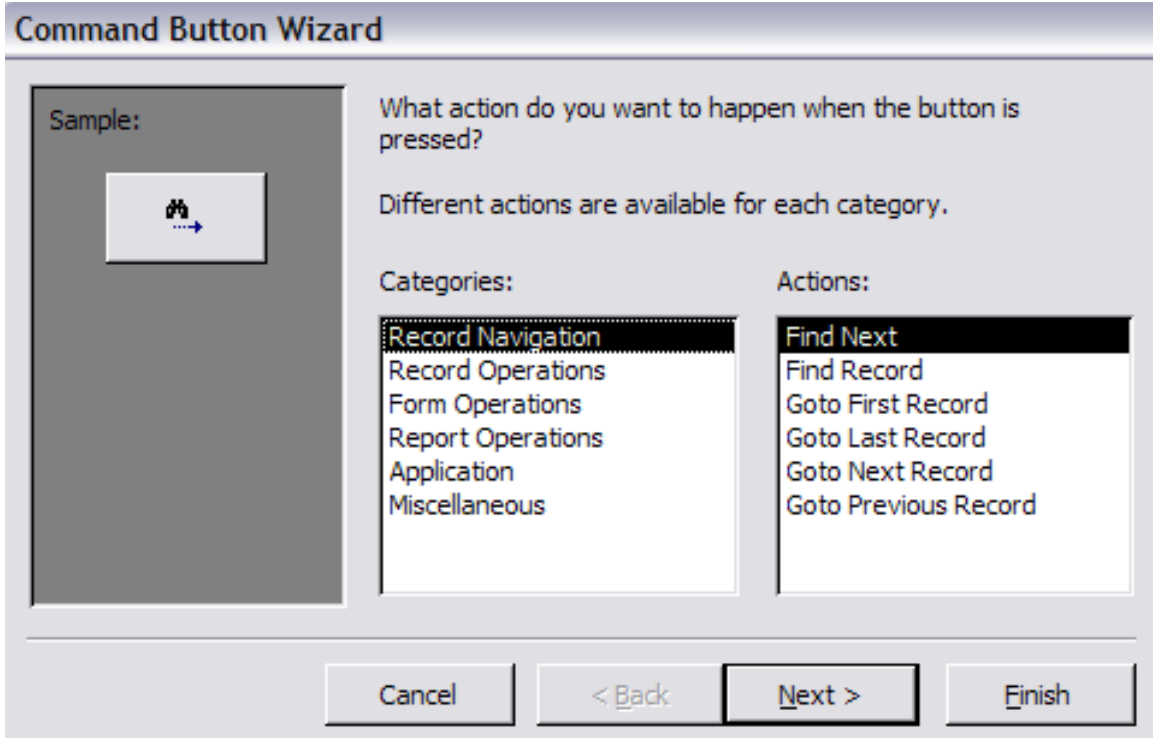


Click on the 'Command Button' and then click and drag it to size on the form. When the 'Command Button Wizard' window opens, simply click on 'Cancel'. This will allow the placement of a Command Button without any programming code included or attached.

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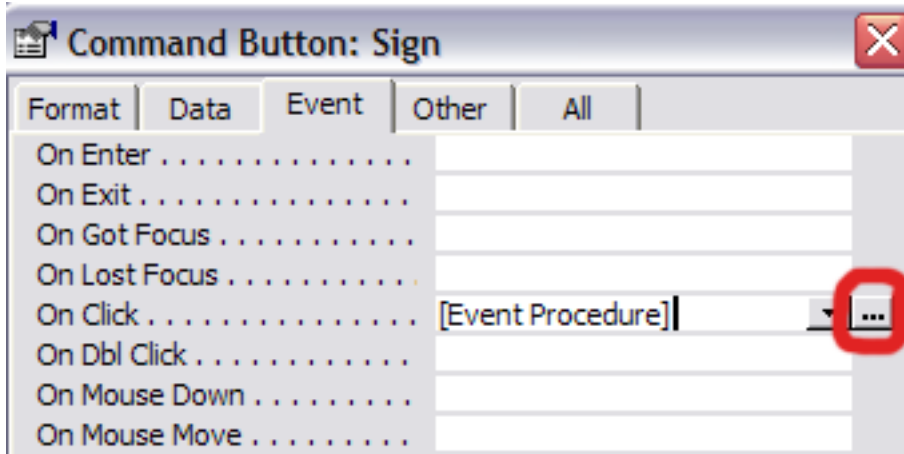


Once the command button is placed in the form, right click on it and go to 'Properties'. Start by renaming it 'Sign' (like the controls above) and then go to the 'Events' tab. Where it says 'On Click' make sure it reads as an Event Procedure. Then click the ellipses to the right of the drop down menu.

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Clicking on the ellipses will open up a Visual Basic window that contains the coding for the Event Procedure.

```
Sign
Option Compare Database

Private Sub Sign_Click()
|
End Sub
```

To get the proper coding for the Sign event, open the Roster form that was loaded when the SignMeUp access file was opened. Right Click on the button that says 'Sign' and follow the procedure above to open the Visual Basic window with the code for that button.

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The image shows a screenshot of a data entry form. The form has several fields: 'Date of Birth' (DOB) and 'Sex' at the top; 'Address' below; 'City', 'State', and 'Zip' in separate boxes; and a 'Sign' button at the bottom right. The 'Sign' button is highlighted with a red dashed border. To the right of the form is a 'Signature' field with a signature icon. The form is set against a dotted grid background.

Once the VB window is open, highlight and copy all the code from SigPlus1.ClearTablet to EndIf.

```
Capture Click
Private Sub Capture_Click()
    SigPlus1.ClearTablet
    SigPlus1.EncryptionMode = 0
    SigPlus1.SigCompressionMode = 0
    SigPlus1.TabletState = 0
    SigPlus1.JustifyMode = 5
    SigPlus1.JustifyX = 10
    SigPlus1.JustifyY = 10
    SigPlus1.DisplayPenWidth = 12

    SigSign1.Title1 = ""
    SigSign1.Title2 = "Please Sign on the Signature Capture Tablet."
    SigSign1.WindowTitle = "Signature Capture Window"

    If SigSign1.GetSignature = True Then
        SigPlus1.SigString = SigSign1.SigString
        SigPlus1.SigCompressionMode = 0

        SigPlus1.SigCompressionMode = 2

        Signature.Value = SigPlus1.SigString
    End If
End Sub
```

Once the code is copied, paste it into the code for the sample table that has been created. This will ensure that the proper coding is attached to the OnClick event.

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```
Sign Click
Option Compare Database

Private Sub Sign_Click()
SigPlus1.ClearTablet
  SigPlus1.EncryptionMode = 0
  SigPlus1.SigCompressionMode = 0
  SigPlus1.TabletState = 0
  SigPlus1.JustifyMode = 5
  SigPlus1.JustifyX = 10
  SigPlus1.JustifyY = 10
  SigPlus1.DisplayPenWidth = 12

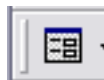
  SigSign1.Title1 = ""
  SigSign1.Title2 = "Please Sign on the Signature Capture Tablet."
  SigSign1.WindowTitle = "Signature Capture Window"

  If SigSign1.GetSignature = True Then
    SigPlus1.SigString = SigSign1.SigString
    SigPlus1.SigCompressionMode = 0

    SigPlus1.SigCompressionMode = 2

    Signature.Value = SigPlus1.SigString
  End If
End Sub
```

Once the 'Sign' button has been set up the user can test it by clicking on the 'Run' button while in 'Design Mode'.

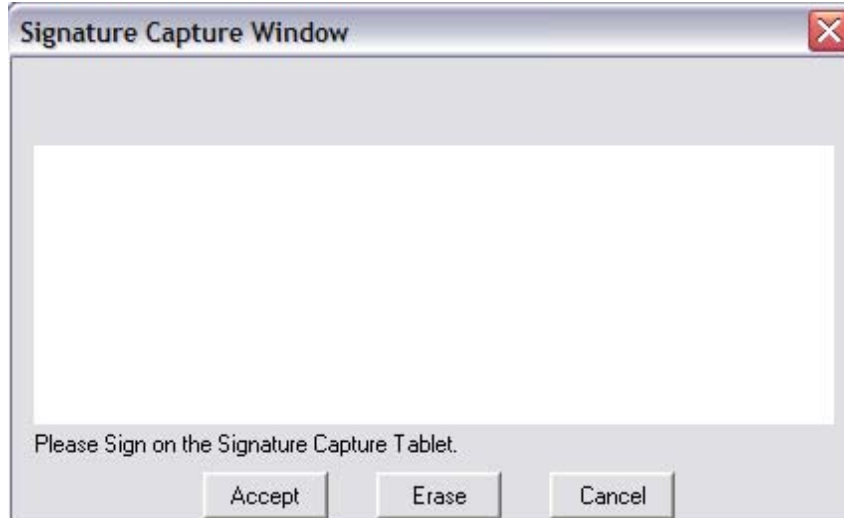


When the user clicks the 'Sign' button, a 'Signature Capture Window' will appear. Sign on Topaz Tablet and the signature will appear in this window. When the user is satisfied, click 'OK' and the signature will be placed into the Signature Box (SigPlus1 control). To clear the signature click 'Erase' and to end the signing instance simply click 'Cancel'. When all of these functions work then it is safe to move on with the creation of the forms and database.

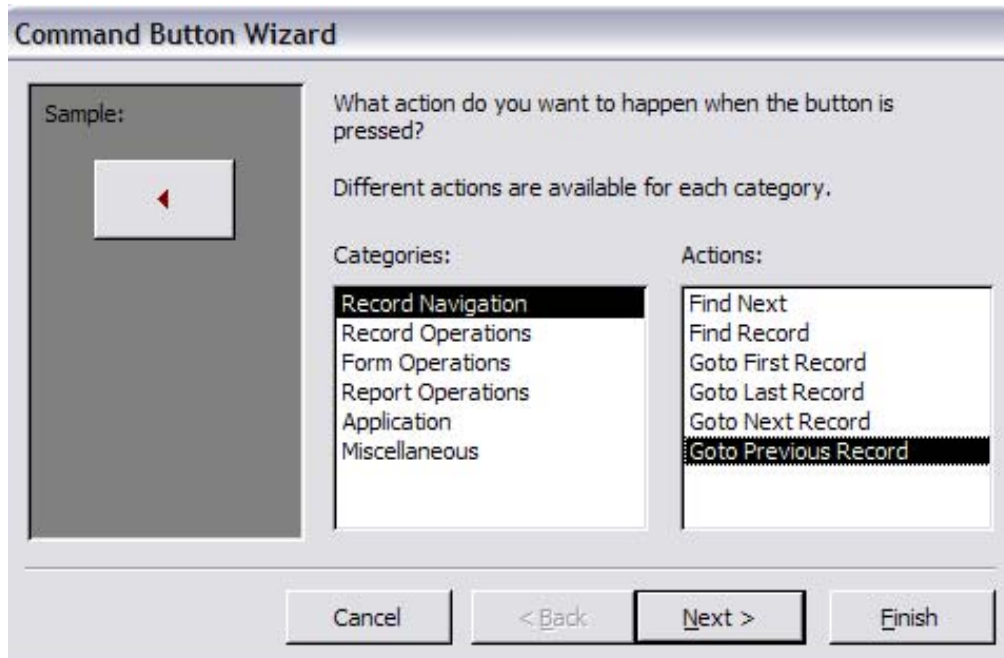
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With all the components working properly, the user can now add navigation buttons. To do this, start by adding another control button, although for these buttons, the Command Button Wizard will be utilized. When the Command Button Wizard Opens start by choosing 'Record Navigation' in the 'Categories:' section and 'Goto First Record' in the 'Actions:' section.



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Click Next. This will bring up the second page of the wizard. Here the user can choose the appearance of the Command Button. The Sample on the left will give a preview of how the button will look.

The screenshot shows the 'Command Button Wizard' dialog box. On the left, a 'Sample:' area displays a button with a red left-pointing arrow. The main text asks, 'Do you want text or a picture on the button?' and provides instructions: 'If you choose Text, you can type the text to display. If you choose Picture, you can click Browse to find a picture to display.' There are two radio buttons: 'Text' (unselected) and 'Picture' (selected). The 'Text' field contains 'Previous Record'. The 'Picture' dropdown menu is open, showing options: 'Go To Previous 2' (highlighted), 'Go To Previous 1', 'Left Arrow (Black)', 'Left Arrow (Blue)', and 'Pointing Left'. A 'Show All Pictures' checkbox is unchecked. A 'Browse...' button is to the right. At the bottom are 'Cancel', '< Back', 'Next >', and 'Finish' buttons.

Click Next. The last page allows for the user to name the button. Name the button something easy to remember and indicative of the button's function.

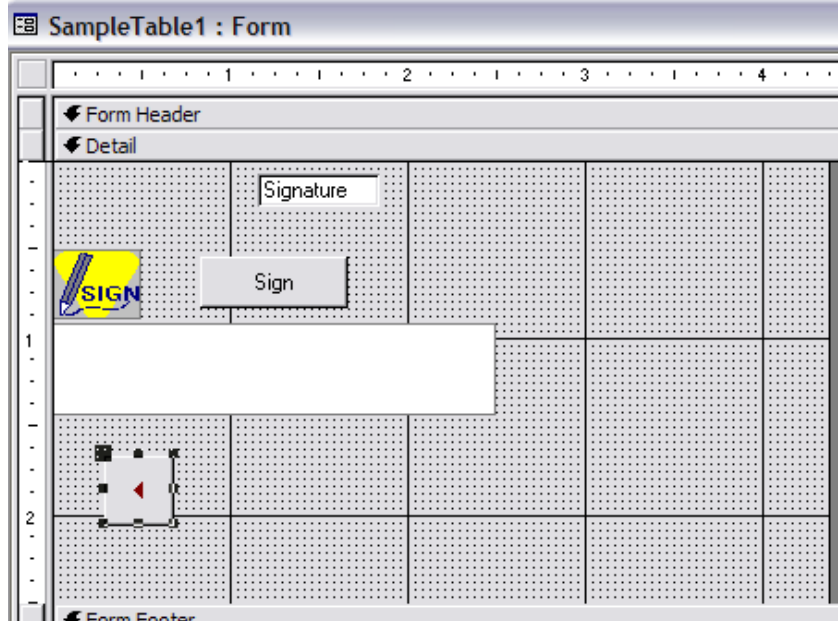
The screenshot shows the 'Command Button Wizard' dialog box. On the left, the 'Sample:' area shows the same button with a red left-pointing arrow. The main text asks, 'What do you want to name the button?' and provides instructions: 'A meaningful name will help you to refer to the button later.' A text input field contains the word 'Back'. Below the input field, it says, 'That's all the information the wizard needs to create your command button.' There is an unchecked checkbox for 'Display Help on customizing the button.' At the bottom are 'Cancel', '< Back', 'Next >', and 'Finish' buttons.

Click Finish and the button will be added to the form.

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Once the button has been added to the form, the next step is to add the SigPlus coding to the button. This is accomplished in much the same way as was the addition of code to the 'Sign' button above. Right click the button and go to properties. Make sure that the 'On Click' property reads {Event Procedure} and click the ellipses to bring up the Visual Basic window to edit the code. Next, open the Roster form and right click on the 'Back' button when in 'Design Mode'. Choose properties and going to the 'Events' tab click on the ellipses to bring up the Visual Basic window for this button. When the window opens the code from the 'Sign' button may be at the top, scroll down to the entry that starts with **Private Sub Back_Click()** below a horizontal line (which denotes a new Control Button). This will look like this.

```
SignMeUp - Form_Roster (Code)
Capture Click
End Sub

Private Sub Back_Click()
On Error GoTo Err_Back_Click

DoCmd.GoToRecord , , acPrevious
SigPlus1.ClearTablet
SigPlus1.DisplayPenWidth = 12
SigPlus1.JustifyMode = 5
SigPlus1.JustifyX = 10
SigPlus1.JustifyY = 10
SigPlus1.EncryptionMode = 0

SigPlus1.SigCompressionMode = 1

SigPlus1.SigString = Signature.Value
Exit_Back_Click:
Exit Sub

Err_Back_Click:
MsgBox Err.Description
Resume Exit_Back_Click
```

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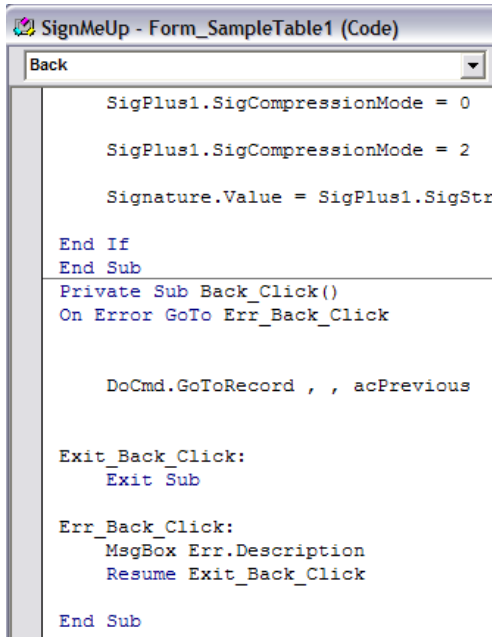
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Copy the code from SigPlus1.ClearTablet...to SigPlus1.SigString = Signature.Value.

It is important to note that this code will be copied into all Control Buttons used for form navigation that will be added.

With the necessary code selected and copied simply paste it into the proper place on the new Control Button's code.

Here is what the code looks like to start:



```
SignMeUp - Form_SampleTable1 (Code)
Back
End Sub

SigPlus1.SigCompressionMode = 0

SigPlus1.SigCompressionMode = 2

Signature.Value = SigPlus1.SigStr

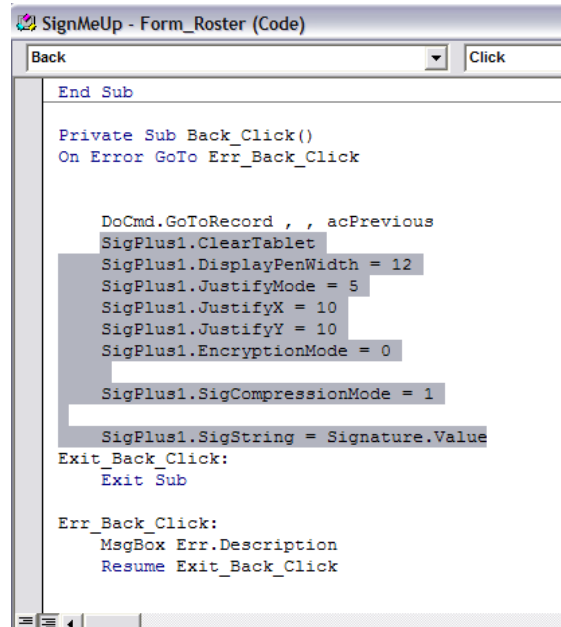
End If
End Sub
Private Sub Back_Click()
On Error GoTo Err_Back_Click

DoCmd.GoToRecord , , acPrevious

Exit_Back_Click:
Exit Sub

Err_Back_Click:
MsgBox Err.Description
Resume Exit_Back_Click

End Sub
```



```
SignMeUp - Form_Roster (Code)
Back
End Sub

Private Sub Back_Click()
On Error GoTo Err_Back_Click

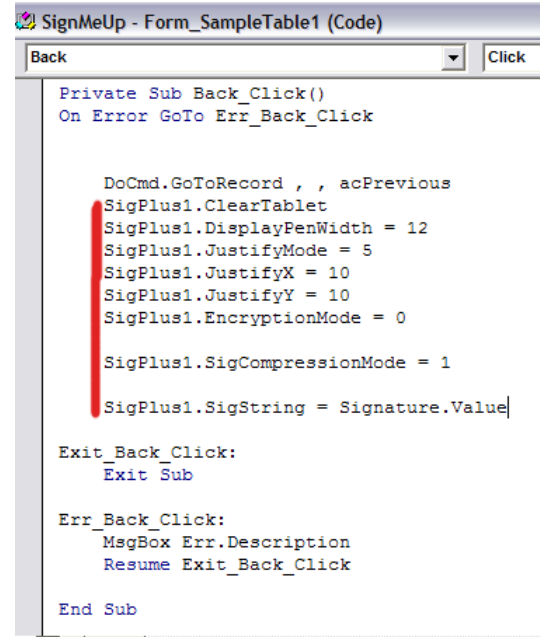
DoCmd.GoToRecord , , acPrevious
SigPlus1.ClearTablet
SigPlus1.DisplayPenWidth = 12
SigPlus1.JustifyMode = 5
SigPlus1.JustifyX = 10
SigPlus1.JustifyY = 10
SigPlus1.EncryptionMode = 0

SigPlus1.SigCompressionMode = 1

SigPlus1.SigString = Signature.Value
Exit_Back_Click:
Exit Sub

Err_Back_Click:
MsgBox Err.Description
Resume Exit_Back_Click
```

Here is what the added code will look like:



```
SignMeUp - Form_SampleTable1 (Code)
Back
Private Sub Back_Click()
On Error GoTo Err_Back_Click

DoCmd.GoToRecord , , acPrevious
SigPlus1.ClearTablet
SigPlus1.DisplayPenWidth = 12
SigPlus1.JustifyMode = 5
SigPlus1.JustifyX = 10
SigPlus1.JustifyY = 10
SigPlus1.EncryptionMode = 0

SigPlus1.SigCompressionMode = 1

SigPlus1.SigString = Signature.Value

Exit_Back_Click:
Exit Sub

Err_Back_Click:
MsgBox Err.Description
Resume Exit_Back_Click

End Sub
```

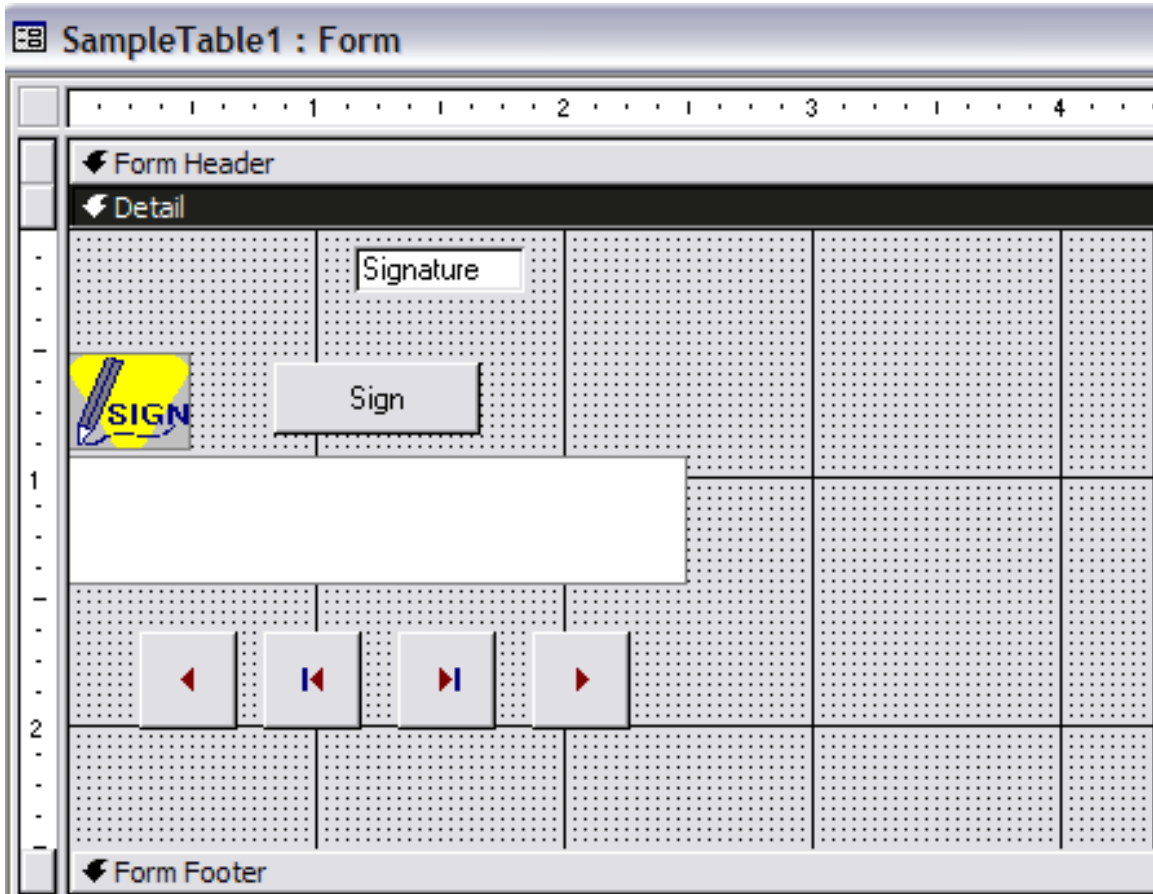
Now that the code has been added, follow the procedures above (adding the button and the requisite code) for the addition of three more Command Buttons, Goto First Record,

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Goto Last Record, and Goto Next Record. Once all four buttons have been added the form may look something like this, though many of the components can be sized and placed differently according to the users desire.

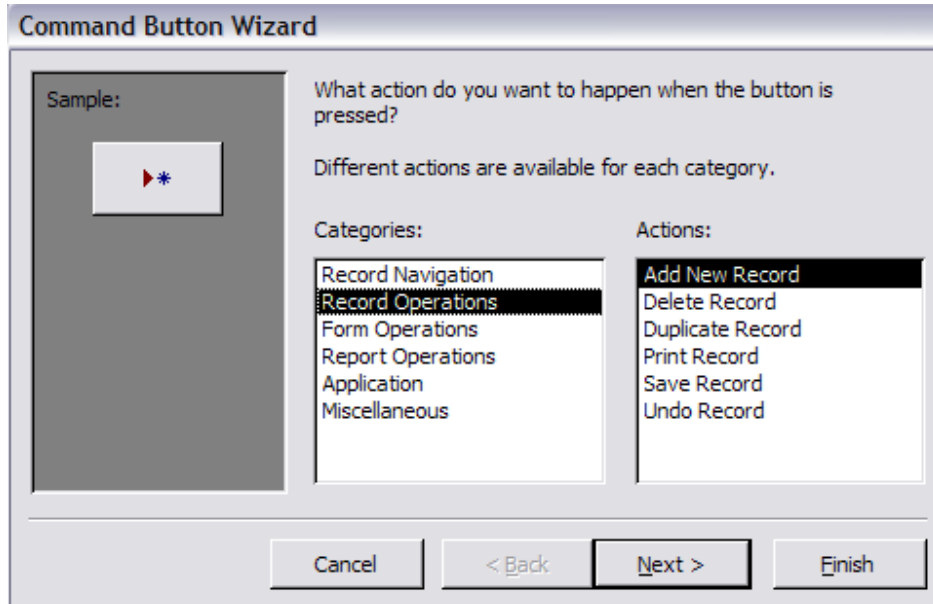


With the navigation buttons properly placed and the code added, now add a new Command Button that will create a new record. To accomplish this place a Command Button like the navigation buttons. When the Command Button Wizard opens choose 'Record Operations' from the 'Categories:' list and 'Add New Record' from the 'Actions:' list. Click 'Next' to continue.

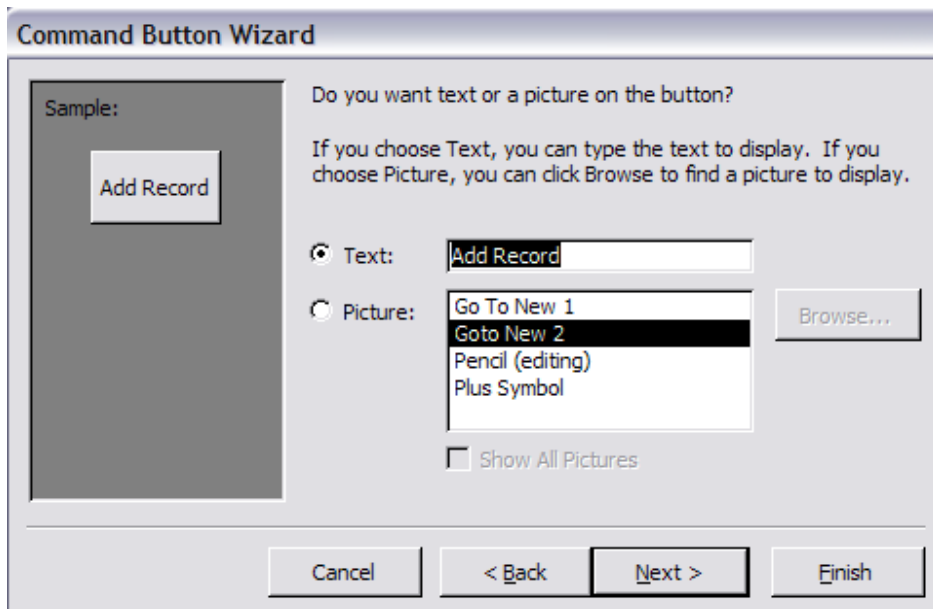
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Next choose the appearance of the button, whether text or picture is dependent on the desire of the user, just like the navigation buttons above.



Click 'Next' to continue. Now the user can name the button. Name the button something easy to remember and indicative of the button's function.

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Command Button Wizard

Sample:

Add Record

What do you want to name the button?

A meaningful name will help you to refer to the button later.

AddRecord

That's all the information the wizard needs to create your command button.

Display Help on customizing the button.

Cancel < Back Next > Finish

Click 'Finish' to add the button to the form.

SampleTable1 : Form

Form Header

Detail

Signature

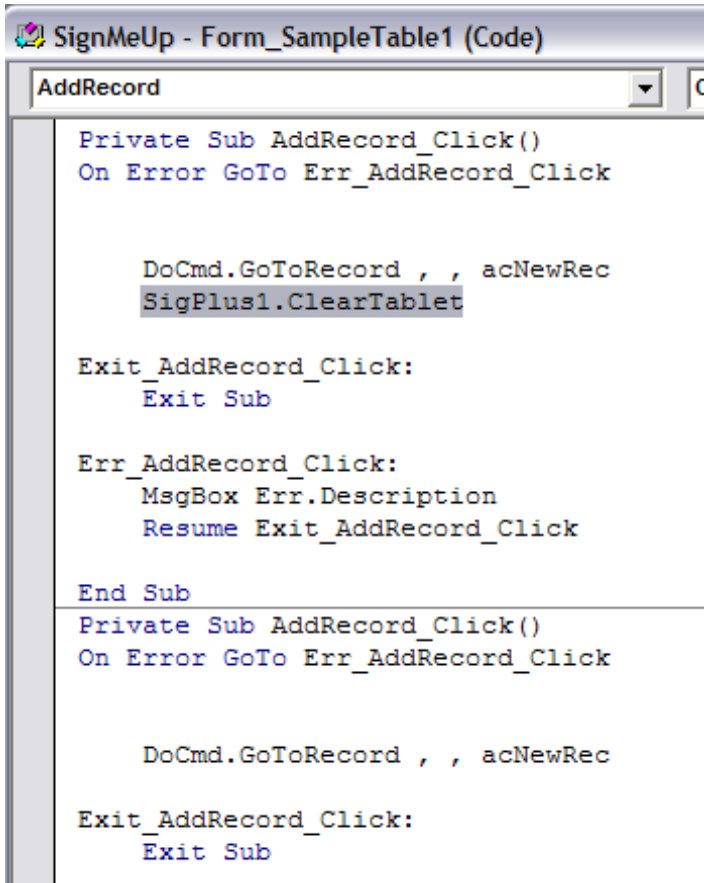
Sign

Add Record

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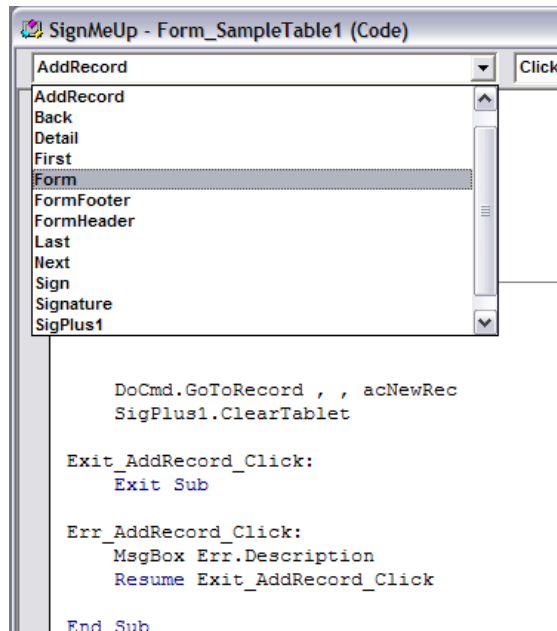
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```
Private Sub AddRecord_Click()  
On Error GoTo Err_AddRecord_Click  
  
DoCmd.GoToRecord , , acNewRec  
SigPlus1.ClearTablet  
  
Exit_AddRecord_Click:  
Exit Sub  
  
Err_AddRecord_Click:  
MsgBox Err.Description  
Resume Exit_AddRecord_Click  
  
End Sub  
  
Private Sub AddRecord_Click()  
On Error GoTo Err_AddRecord_Click  
  
DoCmd.GoToRecord , , acNewRec  
  
Exit_AddRecord_Click:  
Exit Sub
```

Once the button has been added go to the code editor (using the same procedure as above for the navigation buttons). Find the **Private Sub AddRecord_Click()** denoting the AddRecord button. Add the code as it appears (highlighted in gray) to the right.

Once the code is added now click the drop down menu on the left side of the code editor window and choose 'Form'.



```
DoCmd.GoToRecord , , acNewRec  
SigPlus1.ClearTablet  
  
Exit_AddRecord_Click:  
Exit Sub  
  
Err_AddRecord_Click:  
MsgBox Err.Description  
Resume Exit_AddRecord_Click  
  
End Sub
```

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This will take the user to the Form section of the code. Once there copy and paste the SigPlus code that was added to the Command Buttons earlier (see below marked in red) and then, above the line that reads SigPlus1.ClearTablet insert the code as pictured below, bracketed in blue.

```
Option Compare Database

Private Sub Form_Load()
On Error Resume Next
SigPlus1.ClearTablet
SigPlus1.DisplayPenWidth = 12
SigPlus1.JustifyMode = 5
SigPlus1.JustifyX = 10
SigPlus1.JustifyY = 10
SigPlus1.EncryptionMode = 0

SigPlus1.SigCompressionMode = 1

SigPlus1.SigString = Signature.Value

End Sub

Private Sub Sign_Click()
SigPlus1.ClearTablet
SigPlus1.EncryptionMode = 0
SigPlus1.SigCompressionMode = 0
SigPlus1.TabletState = 0
SigPlus1.JustifyMode = 5
```

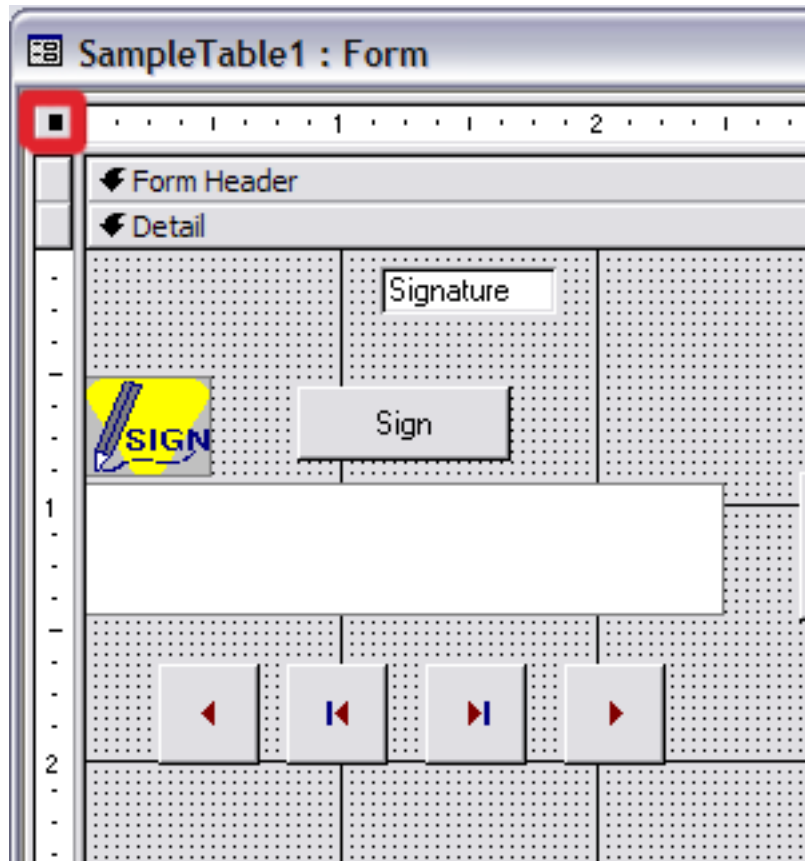
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Once the code has been added the last step is to turn off the Access provided navigation buttons (**these are not the buttons that the user has added**) as these buttons interfere with the proper functionality of SigPlus.

Start by selecting the small box in the corner of the form while in Design Mode.(see below marked in red)



Once selected right click on it and choose Properties. Choose the 'All' tab and choose 'No' for the 'Navigation' property.

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Property	Value
Record Source	SampleTable
Filter	
Order By	
Allow Filters	Yes
Caption	SampleTable1
Default View	Single Form
Views Allowed	Both
Allow Edits	Yes
Allow Deletions	Yes
Allow Additions	Yes
Data Entry	No
Recordset Type	Dynaset
Record Locks	No Locks
Scroll Bars	Both
Record Selectors	Yes
Navigation Buttons	Yes
Dividing Lines	Yes
Auto Resize	No
Auto Center	Yes

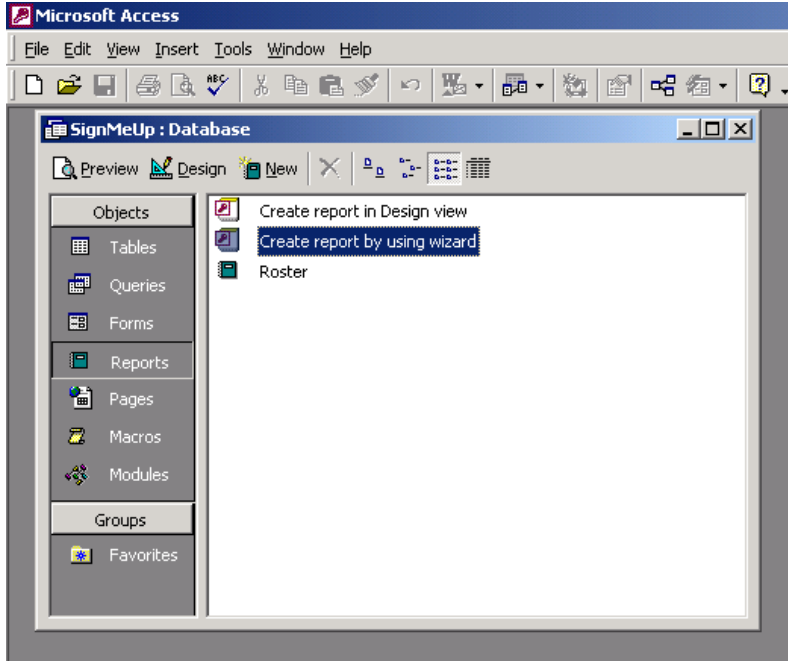
Adding Signatures to an Access Report

Under the objects tab in the main Access menu, click on the reports sub-menu and select to create a new Report using the Wizard (shown on next page). Then follow the steps below to correctly add signatures to your report.

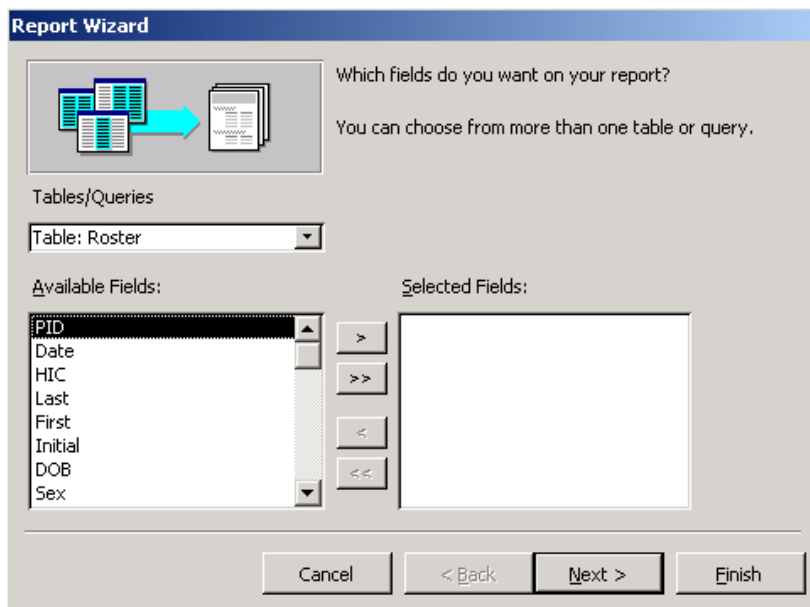
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First you will be asked to select which fields you would like displayed in your report. You can select any number of options from the list below. To add a single field, select that field and click the single arrow. To add all fields, use the double arrow button. The same principle applies for deselecting items, but use the opposite arrow. For the purposes of this demo we selected them all. When you're done click "Next"

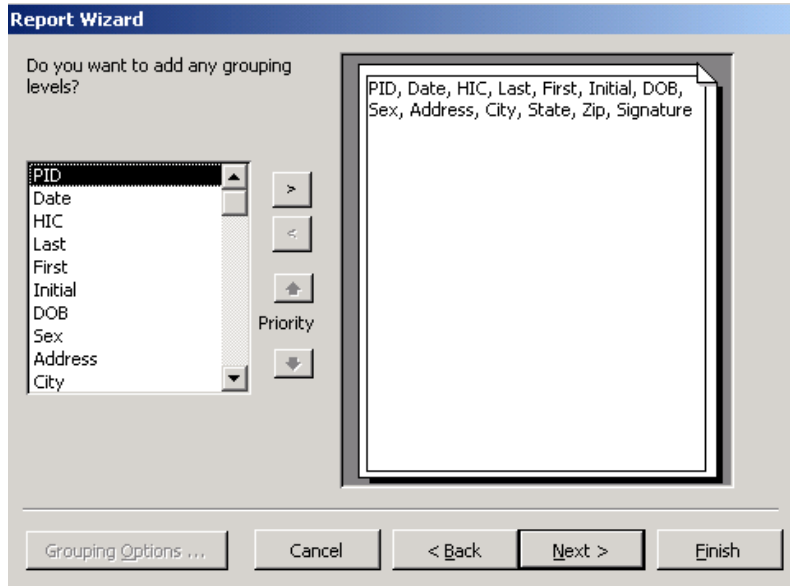


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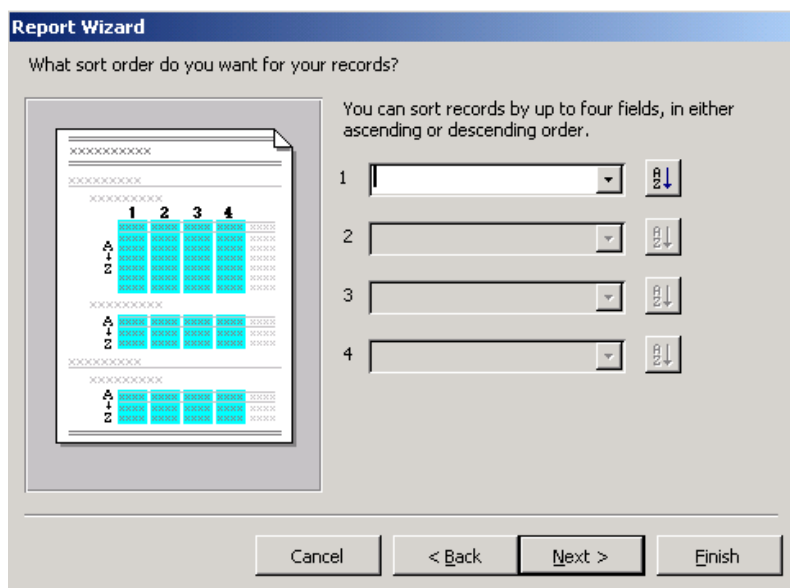
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You can now specify the order of fields and how they are grouped. This is an optional step, and we were comfortable with the defaults so made no changes. When you're done click "Next"



This section can be used to sort the records and order them (ascending or descending order). We were once again content using the default settings. When you're done click "Next"

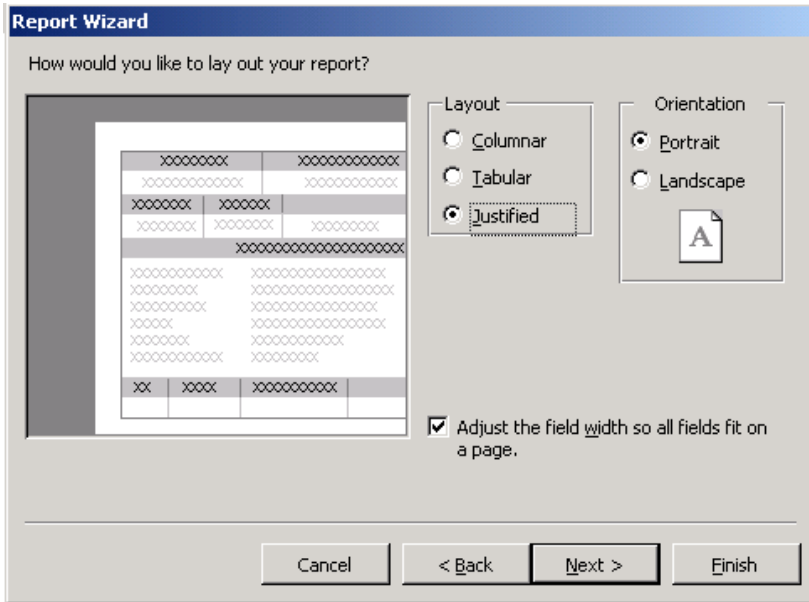


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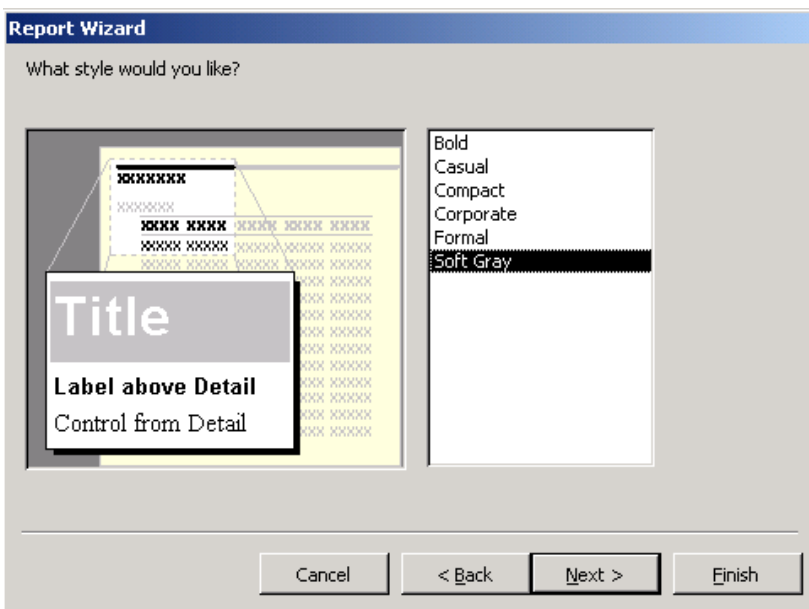
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Setup the layout of your report to meet your personal aesthetic tastes. We prefer the justified layout, orientated like a portrait. We recommend you leave the option to adjust the field width to fit on a page checked. When you're done click "Next"



This section allows you to customize the look of your report. We chose "Soft Gray." Make a selection and click "Next"

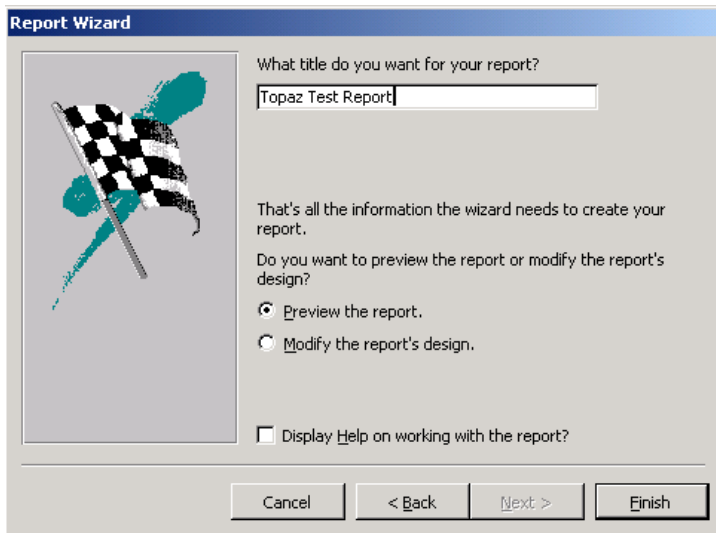


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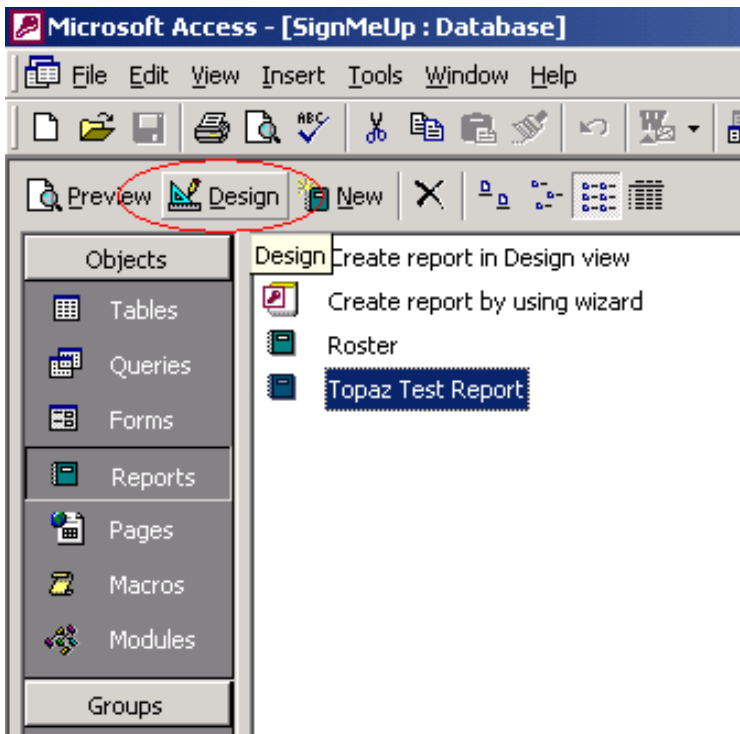
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Lastly name your new report whatever you would like. We used the title “Topaz Test Report” for our purposes. Click Finish.



Once you are finished return to the main Access menu. Select the Report you just created and click “Design.”

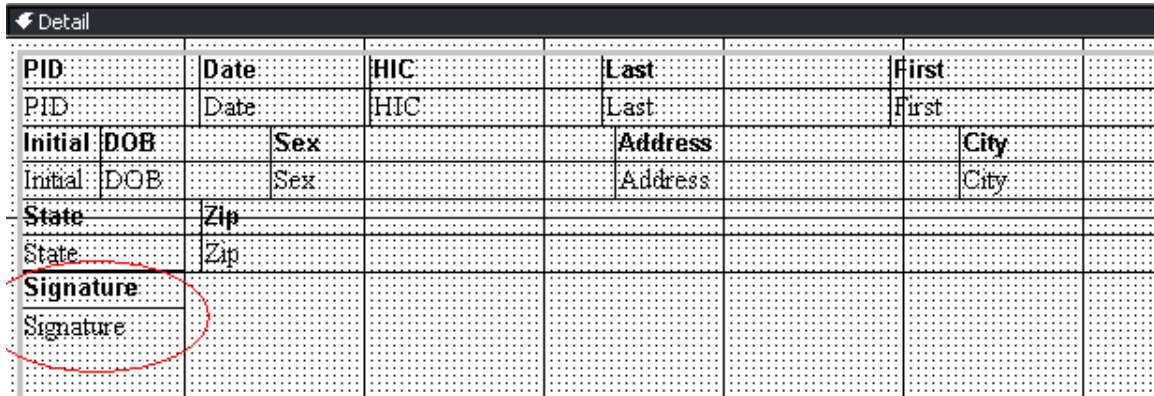


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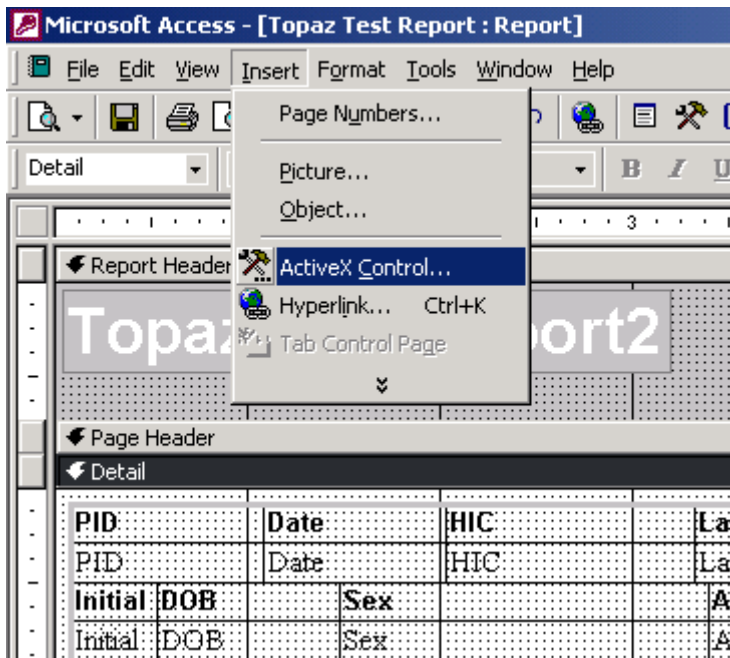
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This will open a new window. Under the detail sub-menu find the signature fields and make them both much smaller (shown below).



The image shows a table with a grid background. The table has several columns and rows. The first row contains labels: PID, Date, HIC, Last, and First. The second row contains the same labels. The third row contains labels: Initial, DOB, Sex, Address, and City. The fourth row contains the same labels. The fifth row contains labels: State and Zip. The sixth row contains the same labels. The seventh row contains the label: Signature. The eighth row contains the label: Signature. The two rows containing the label 'Signature' are circled in red.

Once that is done be sure that the detail sub-menu is highlighted and go to Insert>ActiveX Control.

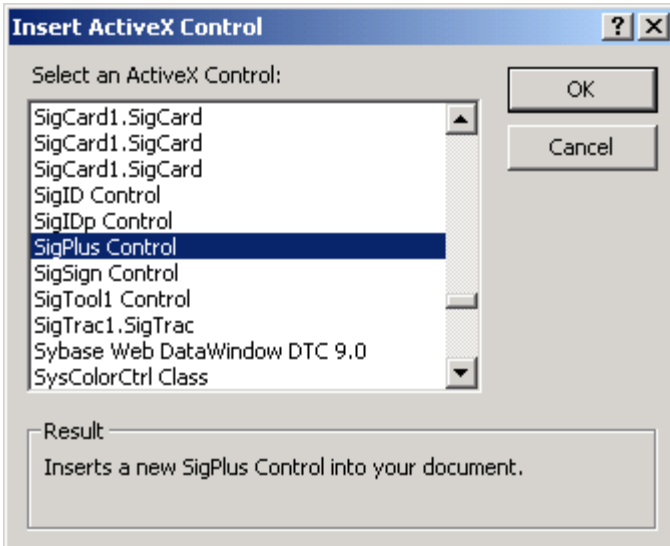


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Select "SigPlus Control" from the list and press "OK."



A SigPlus object will be created and placed in the top left of the detail section of the report. Go ahead and move the new SigPlus object down by the signature fields, or wherever you like.

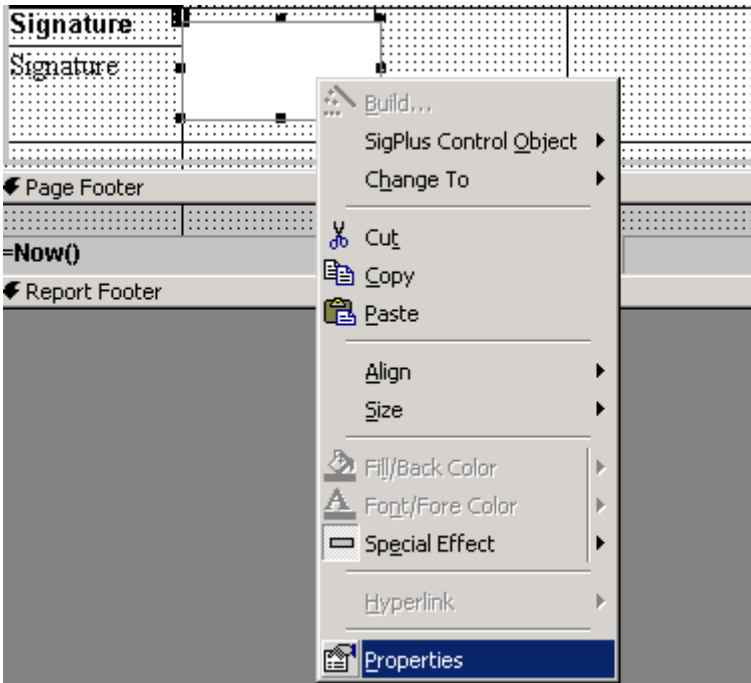
Detail						
PID	Date	HIC	Last		First	
PID	Date	HIC	Last		First	
Initial	DOB	Sex	Address		City	
Initial	DOB	Sex	Address		City	
State	Zip					
State	Zip					
Signature						
Signature						

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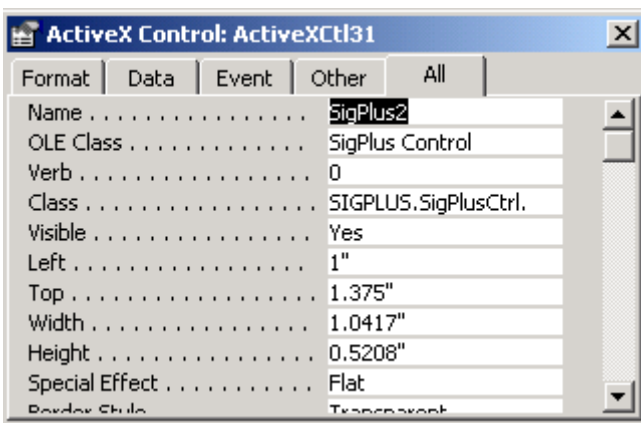
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Once the SigPlus active X control has been placed by the signature fields, right click on it and select properties.



Change the name to “SigPlus2.”

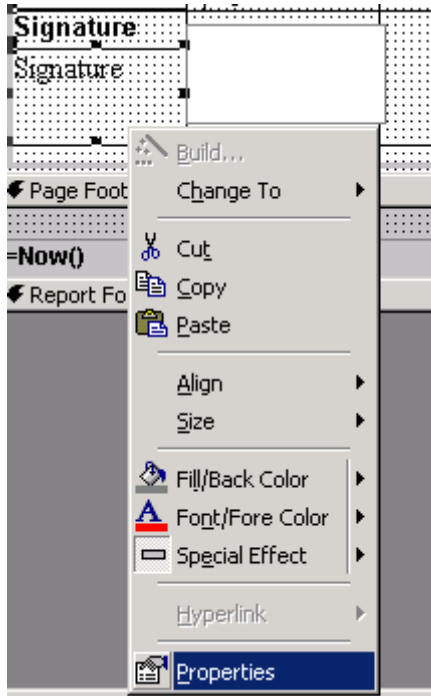


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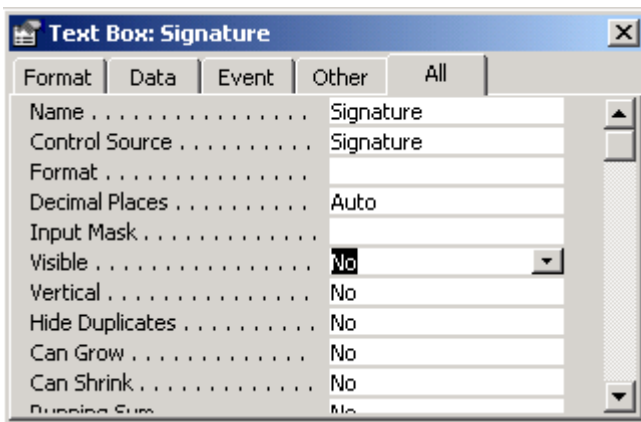
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Now right click on the lower Signature text box and select “Properties” (shown below).



Change the Visible option to “No” as shown below. This way the ascii hex SigString will not be shown in the report. Also verify that the Name of this textbox is Signature, as shown below. If not please change it.

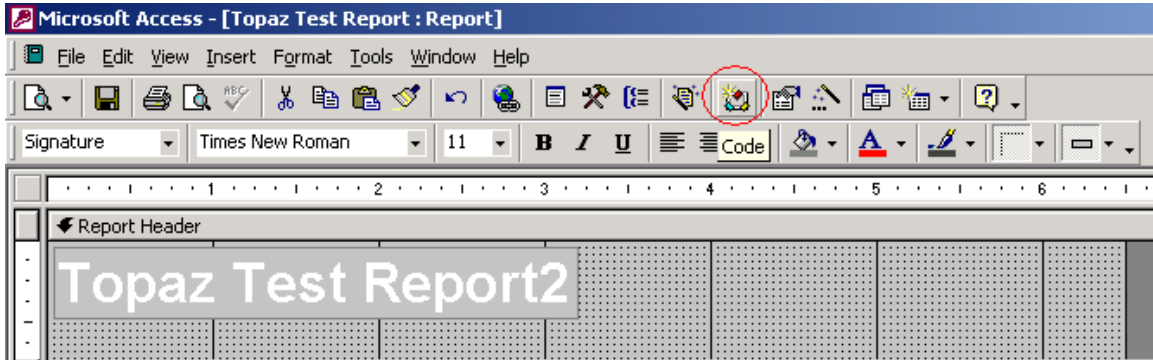


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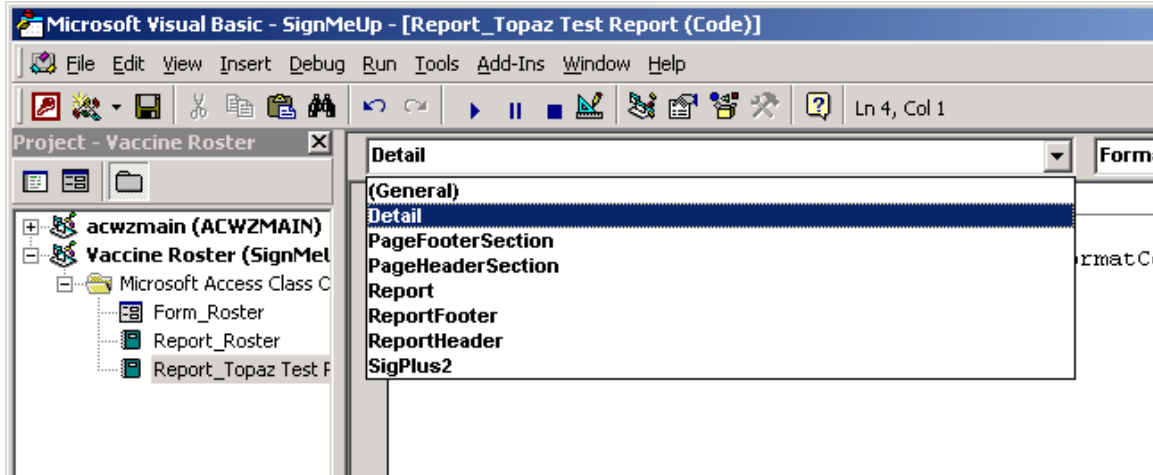
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Once all that formatting has been completed, click on the “Code” button as shown below.



This will prompt the window below to appear. Select “Detail” from the drop down list as shown below.



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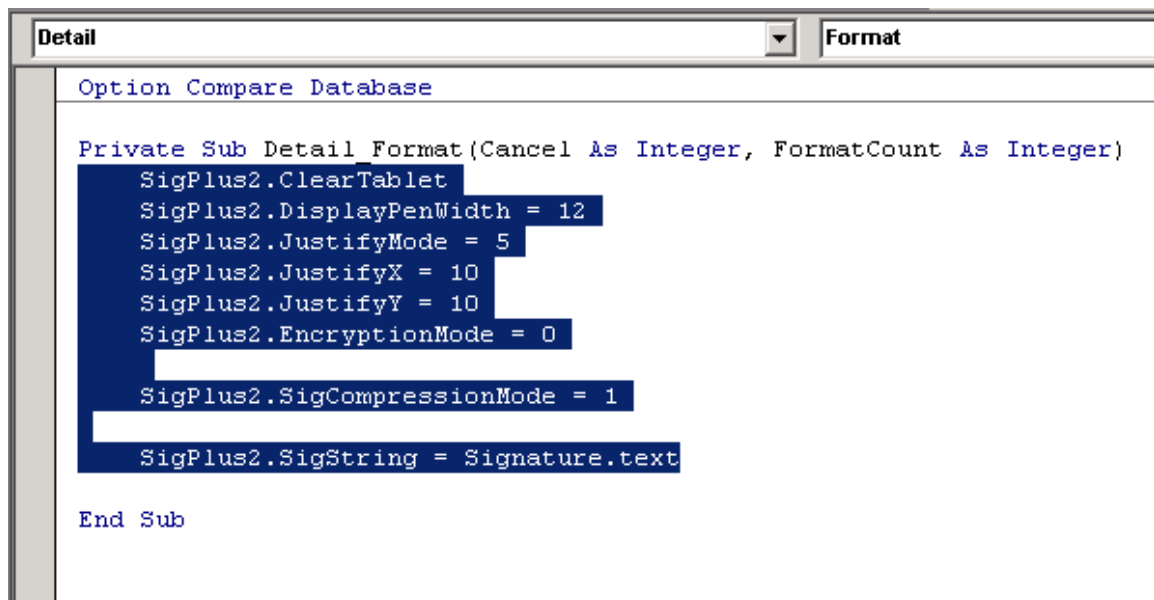
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Now Copy the following code into the Detail_Format subroutine (as shown below).

```
SigPlus2.ClearTablet  
SigPlus2.DisplayPenWidth = 20  
SigPlus2.JustifyMode = 5  
SigPlus2.JustifyX = 10  
SigPlus2.JustifyY = 10  
SigPlus2.EncryptionMode = 0
```

```
SigPlus2.SigCompressionMode = 1  
SigPlus2.DisplayWindowRes = True  
SigPlus2.SigString = Signature.text
```



The screenshot shows a code editor window with a title bar containing 'Detail' and 'Format'. The main area displays the following code:

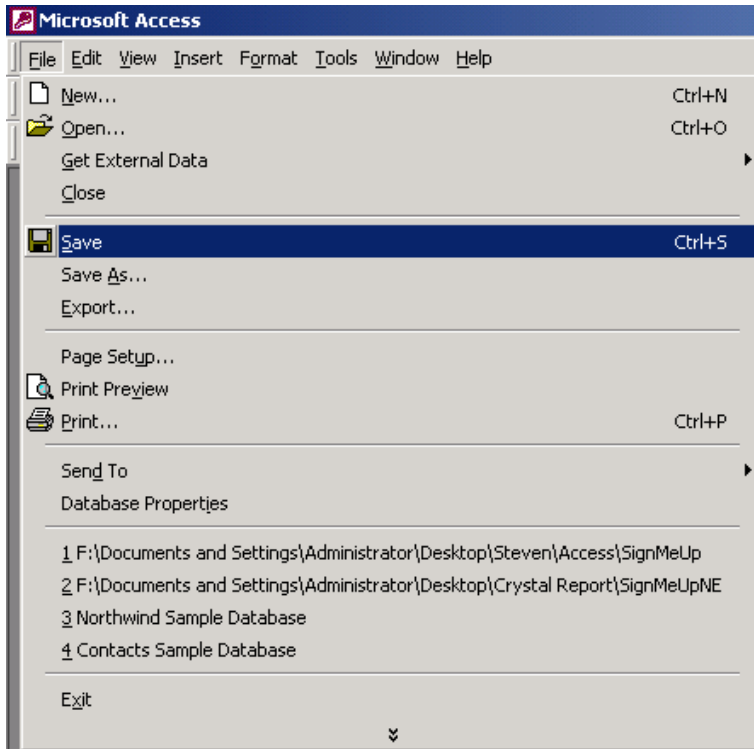
```
Option Compare Database  
  
Private Sub Detail Format(Cancel As Integer, FormatCount As Integer)  
    SigPlus2.ClearTablet  
    SigPlus2.DisplayPenWidth = 12  
    SigPlus2.JustifyMode = 5  
    SigPlus2.JustifyX = 10  
    SigPlus2.JustifyY = 10  
    SigPlus2.EncryptionMode = 0  
      
    SigPlus2.SigCompressionMode = 1  
      
    SigPlus2.SigString = Signature.text  
  
End Sub
```

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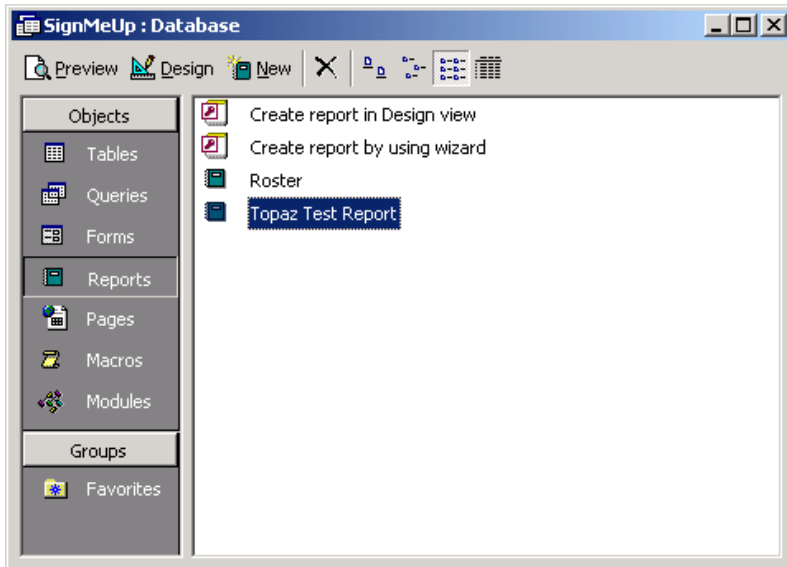
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Click on File>Save to save your work. You can also push ctrl+s on your keyboard.



To view your report, click on Reports>”whatever you named your new report”



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After completing this process, you will be able to view the report complete with signatures.

The screenshot shows a Microsoft Access window titled 'Microsoft Access - [Topaz Test Report2]'. The main content area displays a report titled 'Topaz Test Report2'. The report contains three rows of patient data, each with a signature field below it. The first row is for patient Smith, the second for Jones, and the third for Lucky. The data is as follows:

PID	Date	HIC	Last	First
307	11/5/2000	123456789	Smith	E
Initial	DOB	Sex	Address	City
A	1/1/1953	M	12345 houser	New York
State	Zip			
NY	83101			
<i>E. Smith</i>				
PID	Date	HIC	Last	First
308	11/2/2000	123456789	Jones	George
Initial	DOB	Sex	Address	City
A	1/1/1991	M	12345 Rover	Los Angeles
State	Zip			
CA	83101			
<i>G. Jones</i>				
PID	Date	HIC	Last	First
309	11/2/2000	123456789	Lucky	Happy

At the bottom of the window, there is a page navigation bar showing 'Page: 1' and a status bar with 'Ready' and a taskbar showing the Start button and several open applications including 'AT&T Yahoo...', 'accessdemoh...', 'Access', 'SignMeUp: D...', 'untitled - Paint', and 'Topaz Test ...'. The system clock shows '1:56 PM'.