

How-To Guide

SigPlus Access Report From Image

Copyright © Topaz Systems Inc. All rights reserved.

For Topaz Systems, Inc. trademarks and patents, visit <u>www.topazsystems.com/legal</u>.



SigPlus Access Report From Image How-To Guide

Overview	3
Adding Signatures to an Access Report	3

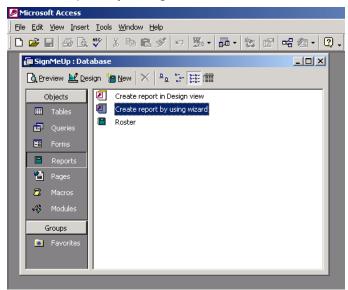


Overview

Welcome to the "SigPlus_reportfromimage.mdb" Guide. This will walk you through our demo "SigPlus_reportfromimage.mdb", available at: www.topazsystems.com/software/SigPlus_reportfromimage.zip

Adding Signatures to an Access Report

Under the "Objects" tab in the main Access menu, click on the "Reports" sub-menu and select "Create report by using wizard". Then, follow the steps below to add signatures to your report.



1. 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",

Report Wizard	
	Which fields do you want on your report? You can choose from more than one table or query.
Tables/Queries Table: SignatureDB	Í
Available Fields:	I Selected Fields:
ID fingerprint fingerprinting	First Name Last Name S signature
ninger printering	
	<<
Ca	ncel < Back Next > Einish



2. You can now specify the order of fields and how they are grouped. This is an optional step. For our example, we kept the default settings. When you're done, click "Next".

Report Wizard	
Do you want to add any grouping levels?	First Name, Last Name, signature
Grouping Options Cance	el < <u>B</u> ack <u>N</u> ext > <u>F</u> inish

3. This section can be used to sort the records and order them (ascending or descending order). For our example, we kept the default settings. When you're done, click "Next".

	You can sort records by up to four fields, in either ascending or descending order.
××××××××××××××××××××××××××××××××××××××	1 <u>• <u>Å</u></u>
	2 ⊻ ∄↓
	3
	4



SigPlus Access Report From Image How-To Guide

4. Set-up 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 "Adjust the field width so all fields fit on a page" checked. When you're done, click "Next".

			Layout	Orientation
>>>>>	xxxx	xxxxxxxxxxxx	© <u>⊂</u> olumnar	• Portrait
2000000	200000	x0000000000	C <u>T</u> abular	🔷 🖸 Landscape
X000000X	xxxxxxx		<u>J</u> ustified	
0000000			- Easened	A
>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	>>>>	00000000000000000000000000000000000000		
$\times \mid \times$	∞ xxx	0000000		
			Adjust the field w	idth so all fields fit (
			a page.	

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

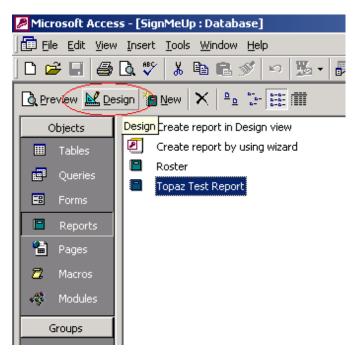
eport Wizard				
		Bold Casual Compact Corporate Formal Soft Gray		
	Cancel	< <u>B</u> ack	<u>N</u> ext >	Einish



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

Report Wizard	
	What title do you want for your report? Topaz Test Report
	That's all the information the wizard needs to create your report. Do you want to preview the report or modify the report's design? Preview the report. Modify the report's design.
	Display Help on working with the report? Cancel < Back

7. Once you are finished, return to the main Access menu. Select the Report you just created and click "Design".





8. This will open a new window. Under the "Detail" sub-menu, find the signature fields and make them both much smaller.

File	<u>E</u> dit ⊻iew I	nsert F <u>o</u> rmat <u>T</u> i	ools <u>W</u> indow <u>H</u> elp			
I	J 🖨 🖪	💖 🕺 🖻 🕻	🖹 🚿 🗠 🝓	🗐 🛠 🔚 🔇	🔯 🖆 🏠 🖻) 🛅 🖌 📿 🗸
tail	•		•	B I U 🗐	= = <u>></u> • <u>A</u>	· <u>/</u> · [=
· · ·			2 * * * 1 * * *	3 • • • 1 • • •	4 * * * 1 * * * 5	6
	port Header					
▼ RB	port neauer					
T	opaz	Test	Report			
€ Pa	ge Header			1		
∮ De	tail					
Firs	t Name		Last Name			
Firs	t Name		Last Name			
1	nature					
🔥 siði	ature	•				
1 :						
1 :	/					
1 :	/					
sign	ge Footer					
sign	/			 		

9. Once that is done, be sure that the "Detail" sub-menu is highlighted, and go to Insert → ActiveX Control.

-				
2	Microsoft Access - [Topaz Test Report : Rep	port]		
	Eile Edit View Insert Format Tools Windo	ow <u>H</u> elp		
	🔭 🔚 🎒 🕻 Page Numbers	r 🍓 🔳 🛠 📴	🔯 🗗 🏠 🛅 🛅 + 🛛	
R	eport	• B I U	E = 🙆 • 🔺 • 🗹 • 🗂	• - •
	<u>Object</u>	1 • • • 3 • • • 1 • • • •	4 • • • • • • • 5 • • • • • • •	6 • • •
	Report Header 💸 ActiveX Control			
• • •	Topa: Hyperlink Ctrl+K	ort		
	✓ Page Header			
	✓ Detail			
1:	First Name Last Na	ime		
<u> </u> :	First Name Last Na	ine		
 ·	signature			
÷	signature			
Ľ				
F				
·	=Now()		="Page " & [Page] & " of " &	k [Pages]



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

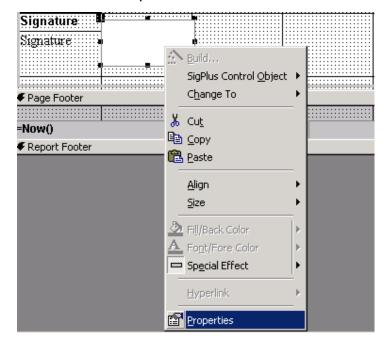
Insert ActiveX Control		? ×
Select an ActiveX Control:		ОК
SigCard1.SigCard SigCard1.SigCard SigCard1.SigCard SigID Control SigIDp Control SigSign Control SigTool1 Control SigTrac1.SigTrac Sybase Web DataWindow DTC 9.0 SysColorCtrl Class		Cancel
Result Inserts a new SigPlus Control into you	ır documer	nt.

11. A SigPlus object will be created and placed in the top left of the "Detail" section of the report. Move the new SigPlus object down by the signature fields, or wherever you like.

Report Header					
Topaz	Test F	Report			
Last Name		First Name	 		
Last Name		First Name			
signature signature					
=Now()			="Page " &	[Page] & " of " & [Pages
Report Footer					



12. Once the SigPlus ActiveX control has been placed by the signature fields, right-click on it and select "Properties".

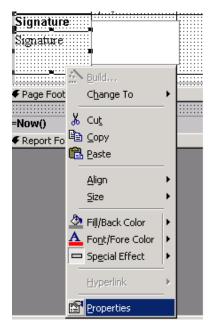


13. Change the name to "SigPlus1."

🖆 ActiveX Control: SigPlus1					
Format Data Event C	Other All				
Name	SigPlus1				
OLE Class	SigPlus Control				
Verb	0				
Class	SIGPLUS.SigPlusCtrl.				
Visible	Yes				
Left	1.0833"				
Тор	0.6667"				
Width	1.0417"				
Height	0.5208"				
Special Effect	Flat _1				
Pordor Chilo	Transparapt				



14. Now, right-click on the lower signature text box and select "Properties".



15. Change the Visible option to "No" if you don't want to see the signature data string. This way the ASCII hex SigString will not be shown in the report. Also, verify that the Name of this textbox is "Signature". If not, please change it.

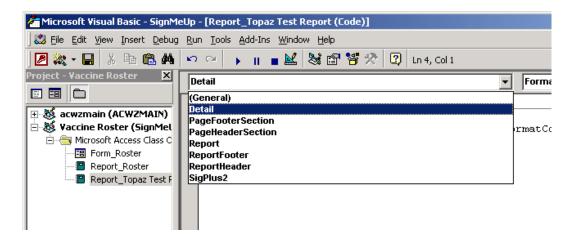
😭 Text Box: Signature 🛛 🗙		
Format Data Event C	Other All	
Name	Signature	
Control Source	Signature	
Format		
Decimal Places	Auto	
Input Mask		
Visible	No	
Vertical	No	
Hide Duplicates	No	
Can Grow	No	
Can Shrink	No	
Dupping Com	Ma 🛄	

16. Once all that formatting has been completed, click on the "Code" button.

Microsoft Access - [Topaz Test Report : Report]				
Eile Edit View I	Insert Format Iools Window Help			
] 🗟 + 🖶 🎒 🗟	. 🖤 🗼 🖻 🛍 💅 🗠 🍓 🗉 🛠 🎼 😻 🏡 🖆 🏠 🖉 🖕			
Signature 🗸 Ti	imes New Roman • 11 • B I U = = code 🖄 • 🗛 • 🖉 • 📼 • •			
	1 • • • 1 • • • 2 • • • 1 • • • 3 • • • 1 • • • 4 • • • 1 • • • 5 • • • 1 • • • 6 • • • 1 •			
Report Header	1 * * * 1 * * * 2 * * * 1 * * * 3 * * * 1 * * * 4 * * * 1 * * * 5 * * * 1 * * * 6 * * * 1 *			
	Test Report2			



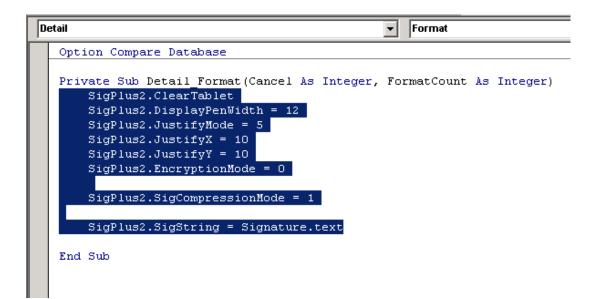
17. This will prompt the window below to appear. Select "Detail" from the drop down list.



18. Copy the following code into the Detail_Format subroutine.

SigPlus1.ClearTablet SigPlus1.DisplayPenWidth = 12 SigPlus1.JustifyMode = 5 SigPlus1.JustifyX = 10 SigPlus1.JustifyY = 10 SigPlus1.EncryptionMode = 0

SigPlus1.SigCompressionMode = 1 SigPlus1.SigString = Signature.text





19. Return to "Design" mode, and add an image to your form. To do so, you will first need to access the toolbox. If it is not already visible, click the following icon to access the toolbox.



Then click the button in the "Toolbox".

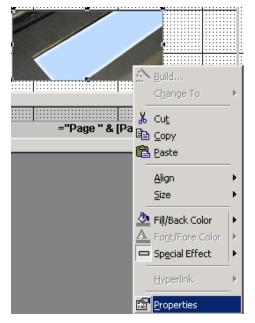


20. Drag a box across the form (shown below). You must choose an image to place the image on the form. For now, pick any image on your computer.

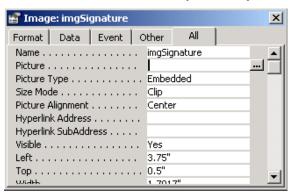
Microsoft Access - [Topaz Test Report :	Report]			
🗐 Eile Edit View Insert Format Tools y				
🔍 - 🔲 🖨 🕭 🖤 👗 🖻 🛍 ダ		y 😭 🖄 💼 🔚 - 🔯 -		
imgSignature -	• B <i>I</i> <u>U</u> ≡ ≡	▤ ◮▾ ◮▾ ◢▾ ┌┍╹		
· · · · · · · · 1 · · · · 1 · · · 2 ·	4 .			
Report Header				
🛛 Topaz Test Re	nort			
. Topuz restru				
C Dana Maaday		I		
	✓ Page Header			
✓ Detail				
First Name Las	t Name			
First Name Las	tName			
signature				
signature				
✓ Page Footer				
- =Now()		="Page " & [Page] & " of " & [Pages]		



21. Once created, right-click the image object and go to "Properties".



22. Change the name of the image to "imgSignature," and delete the link from the "Picture" data. You will be asked if you really want to delete. Click "Yes".



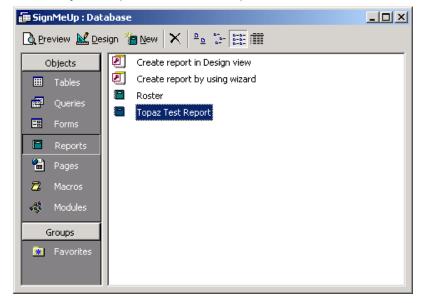
23. Now size your objects to fit within the form if they stick out over the form.

🗲 Report Header						
Topaz	: Test F	Report				
					1	1
🗲 Detail					-	
Last Name		First Name				
Last Name		First Name				
signature signature]	-			
F Page Footer						
=Now()				="Page " &	[Page] & " of " &	[Pages]
FReport Footer						



24. Click on File → Save to save your work. You can also push "CTRL + S" on your keyboard.

To view your report, click on "Reports" and select the name of your report.



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

Microsoft Access -	[Topaz Test Report]	
🗐 🖪 Eile Edit View Io	ools <u>W</u> indow <u>H</u> elp	
🛛 🖉 🥔 🖉	🖸 🔠 100% 🕞 🦵 -	· 🗇 🛍 • 🛛 🖓 •
	Topaz Test	Report
	TOPUZ TOOL	Report
	Last Name	First Name
	User	Sample
	signature	
	0100D7003C 02280102FE	Sample
	04FB01F5F	
	U	