

SignTech Platform Features

Introduction

The SignTech Digital Office solution is a flexible, secure, and user-friendly e-signature platform designed to help businesses move from paper-based manual processes to fully integrated, automated, streamlined digital workflows.

This document outlines the key features of the SignTech platform, written in a clear and accessible format for technical partners. Each feature supports the goal of simplifying how organizations prepare, share, sign and track important documents, with a focus on automation, integration, and security.

The main section of the document includes the title of each feature accompanied by a short description of the feature.



STANDARD FEATURES

Basic Workflow

Automates simple multi-step processes for form routing and signature collection.

Standard Workflow

Create standard workflows to automatically route documents from person to person in an efficient and effective process.

Workflow Automation

Build digitized automated business workflows with both internal and external users, including routing, approval, and notifications within custom signature flows.

Dynamic Workflow

Users can adjust workflows on the fly, responding to new steps or role changes during document processing.

Workflow Document Management

Manage, route, and store documents (signed/unsigned) centrally during processing.

Basic & Advanced Fields

Use conditional dropdowns, logic-based formulas, and smart fields for dynamic data capture.

Collaborative Comments

Multiple users can leave notes or comments on a document during review.

Reminders & Notifications

Automatic messages are sent to signers when action is needed or deadlines are approaching.

Work Online and Offline

Use the mobile app to fill, review, and sign forms without internet—auto-syncs once back online.

Reusable Templates

Frequently used forms can be saved and reused to save time and maintain consistency.

Mobile Signing & Sending

Users can complete signing tasks on mobile apps for iOS and Android.

In-Person Signing

Signers can complete documents in person using a tablet or smartphone.

Signer Attachments

Signers can upload relevant files, such as ID documents, directly during the signing process.

Signing in 43+ Languages

Users can view and complete forms in over 43 supported languages.

Bulk Send

Send the same document to hundreds of recipients at once, each receiving a personalized copy.

Meta Data Capture

Each signed form captures metadata such as signer identity, timestamps, and document origin.

Multimedia Capture

Accept uploads of supported media types as part of the workflow process.

Flex eSignatures

Route documents to recipients even if their email is unknown or dynamic.

Full Multimedia Capture

Forms can include embedded multimedia like videos or images for richer data collection.

Real-Time Reporting

Admins can track activity live with dashboards showing document progress, user actions, and workflow status.

Document Sharing Integrations (Mobile Apps)

Share completed forms through third-party apps like WhatsApp, Dropbox, Google Drive.

Audit Trail

Automatically records all actions taken on a document for compliance and traceability.

Email Support

Available across all plans to assist with queries and issues.

PLATFORM INTEGRATIONS

Microsoft Power BI Integration

Document data can be automatically exported to Microsoft Power BI for real-time reporting and insights.

Oracle Jedwards Integration

SignTech integrates with Oracle Jedwards to synchronize document processes and enterprise systems.

Salesforce API Integration

Clients can connect SignTech to Salesforce to send documents and sync records automatically.

PowerForms Integrations

Documents can be distributed using links, embedded in websites, or sent to multiple users.

Developer API

APIs are available for developers to build custom applications or connect SignTech to existing software systems.

PDF View Signing

Signers can review and sign documents directly on the PDF User Interface so they can read the actual document during the completion process.

SECURITY & ACCESS CONTROLS

Form Security

Documents are encrypted and protected with user authentication, ensuring that only authorized users can access them.

User Authentication (JWT Auth)

Supports secure token-based login for users.

Multi-Factor Authentication (MFA)

Adds extra security layer to prevent unauthorized access.

ENTERPRISE CLIENT FEATURES (PRICED ON DEMAND)

Dedicated Support

Tailored technical support agreements based on client needs and usage tiers.

On-premises Solution Installation

Full deployment on your private servers with testing, UAT, and documentation.

Architecture Support

Backend setup support for enterprise installations (on-prem or private cloud).

Dedicated Feature Requests

Custom functionality scoped, built, and deployed per client request.

6Sigma Digital Transformation Certification Course

Staff training in mapping, optimizing, and digitising processes using Six Sigma methodology.

Personalized Branding (Enterprise Only)

White-label the platform with your own branding and visual identity.

Paperless Office Setup Support

Expert support is available to help clients transition away from paper toward fully digital processes.

Digital Transformation Consultancy

Six Sigma-certified consultants help optimize and automate processes end-to-end.

On-Premise Backup & Recovery Services

Custom backup and disaster recovery solutions for hosted environments.

Integration Services

Collaborative integration with your in-house teams to ensure seamless data exchange between systems.

Template Digitisation Service

We'll convert your paper or static forms into smart, automated workflows.