

How to install Docuten Desktop macOS.



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Docuten Desktop Manual: macOS

Operating System	Date	Version
macOS	01/06/2020	1.0

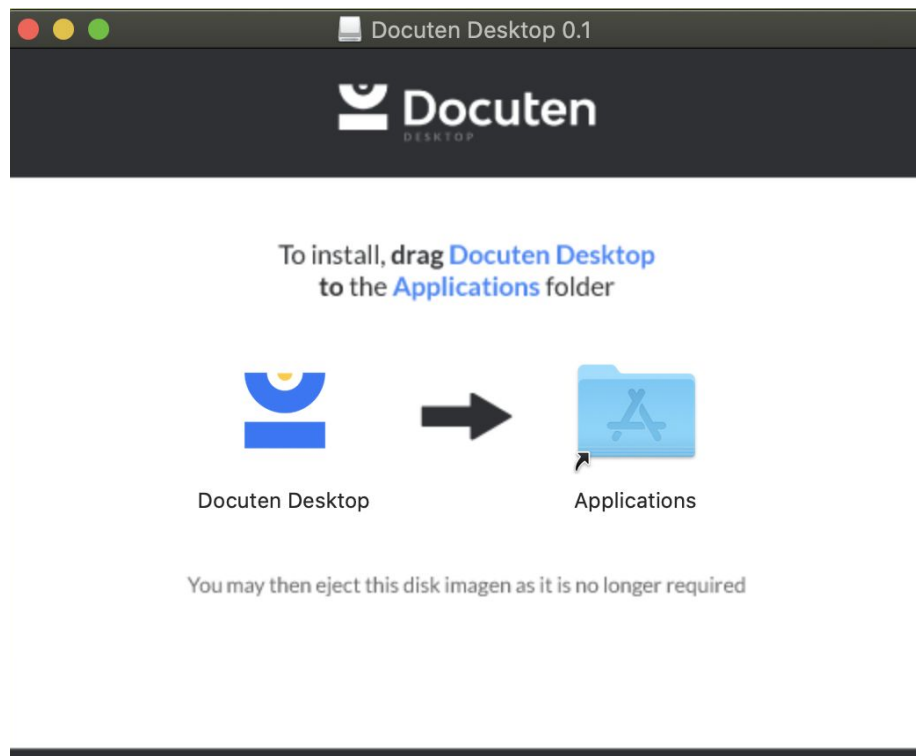
1. INTRODUCTION

Docuten Desktop is a program that is locally installed on your Mac and allows you to securely sign documents using the certificates you already have connected or installed on your Mac.

2. INSTALLATION

To install Docuten Desktop on your Mac, you simply need to download the corresponding .DMG file from the signature page with Docuten's certificate.

As with any graphic installer for OS, once you double-click on the downloaded file, a window will appear that will allow you to proceed with the installation of the application.



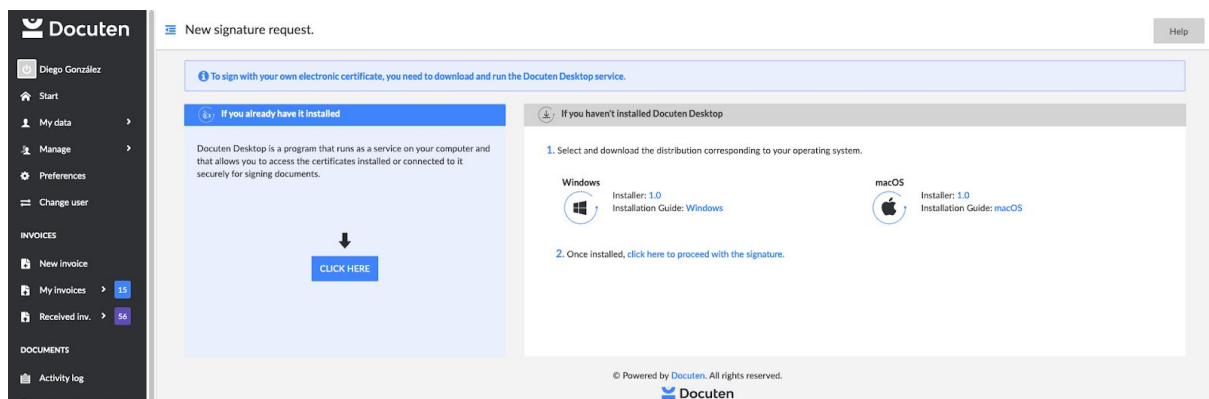
Installation screen: As you can see above, the installation procedure in OS is as simple as dragging the icon on the left (with the Docuten logo) and dropping it in the folder on the right (your applications directory).

3. USE

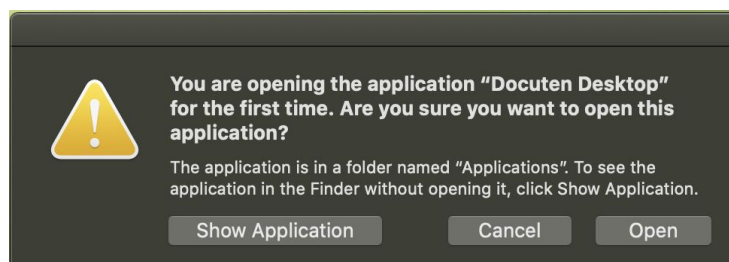
Once the application is installed, you can use Docuten Desktop whenever you want.

To sign a document with your certificate, just log in with your username and password at <https://app.docuten.com/>, access the list of documents pending signature, and click on the document you want to sign to see its details page. If you have received an email inviting you to participate in a signing process, you can click on the link and you will be able access the document details page.

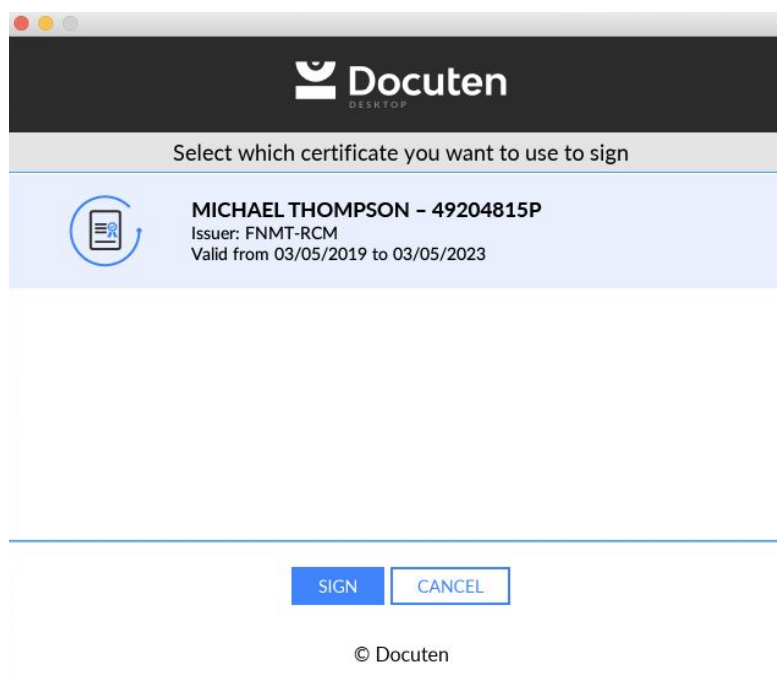
Once on the details page, if you click on the sign button and select the option to sign with a local certificate, Docuten communicates with the Docuten Desktop application without you having to do anything. Just click on the blue button in the block on the left (see image) and your browser will communicate directly with Docuten.



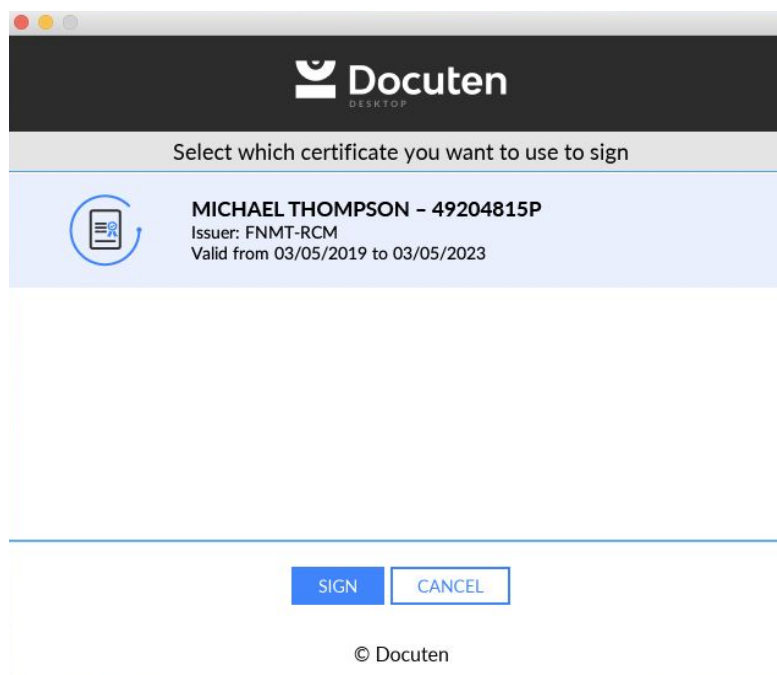
Keep in mind that the browsers that we recommend for correct communication with the application are Mozilla Firefox, Google Chrome and Safari. The first time you use Docuten Desktop, a window will pop up asking you to confirm that you want to open the application. You must confirm that you want to open it to proceed.



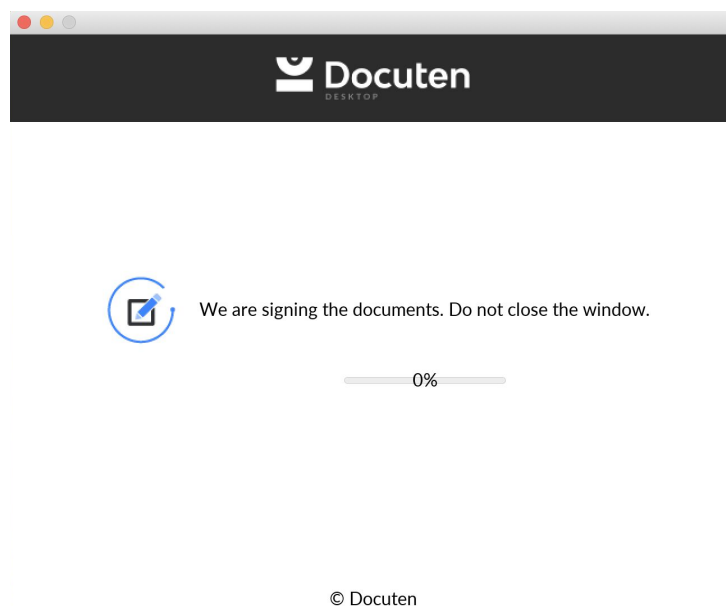
The first thing Docuten Desktop will do is locate the stored certificates installed on your operating system, filtering only for those that correspond to the signer's tax ID.



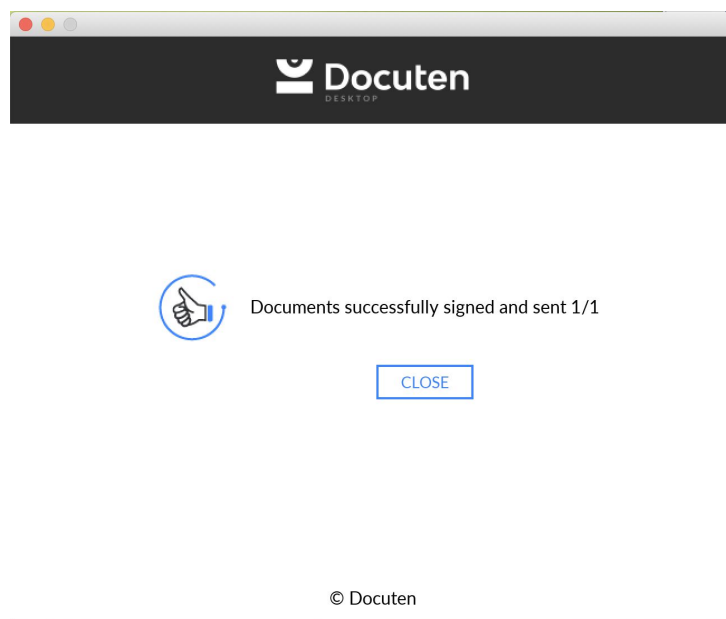
Select the certificate you would like to use and click the "Sign" button.



Docuten Desktop will then start the signing process. This process can take a few minutes.



Once the process is complete, the application will display the following message (see image). Close the window and return to the Docuten website.



If everything went well you will see the following message on the Docuten website:

Operation successfully executed.

The signature of the document has been successfully completed

In case of errors, contact atencionalcliente@docuten.com.