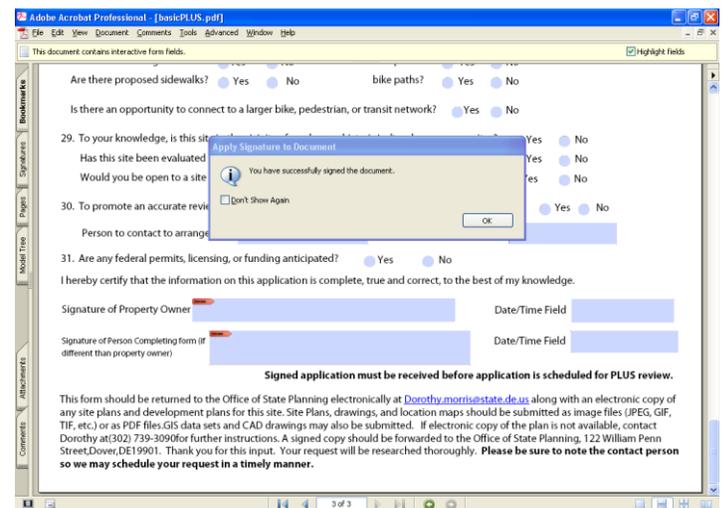


Help for Digital Signature and Emailing Electronic Form

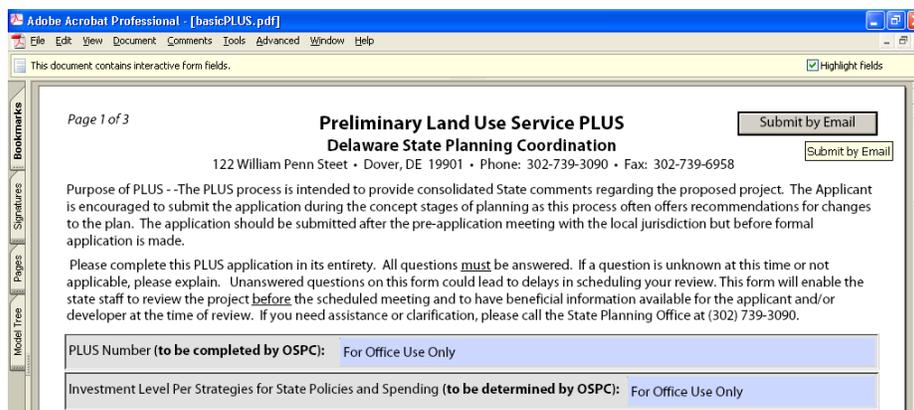
At the end of the form you will be asked to provide a Digital Signature. If you walk through the steps you can create a password and a digital signature to sign electronic documents, If the document is not yet certified you may see this dialogue box.



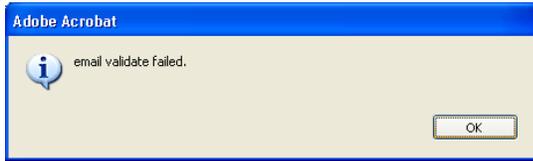
To Continue signing, following the instructions to set up a password for your digital signature and sign and save the document when you feel comfortable. You may want to "sign and save as" a certain memorable file name:



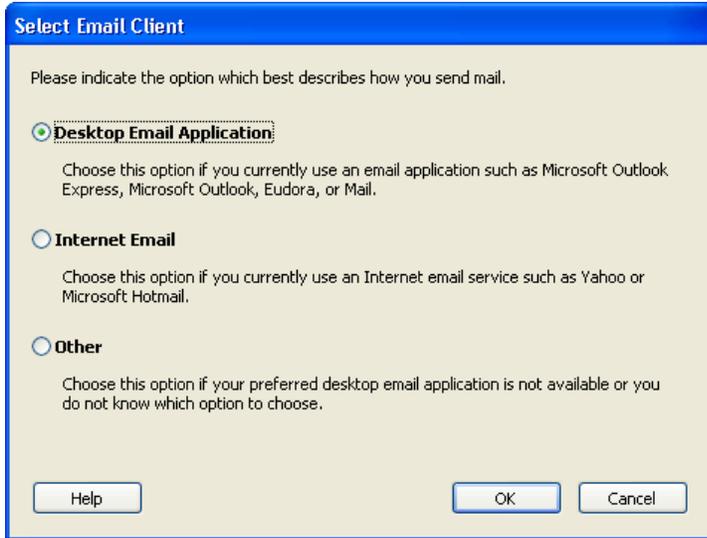
The Submit by email button is on the first page of the PLUS application:



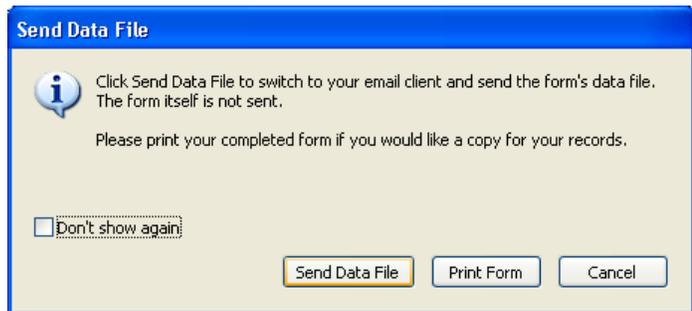
We're still working a few kinks out so you may get a few "validate failed" messages. Please just click okay.

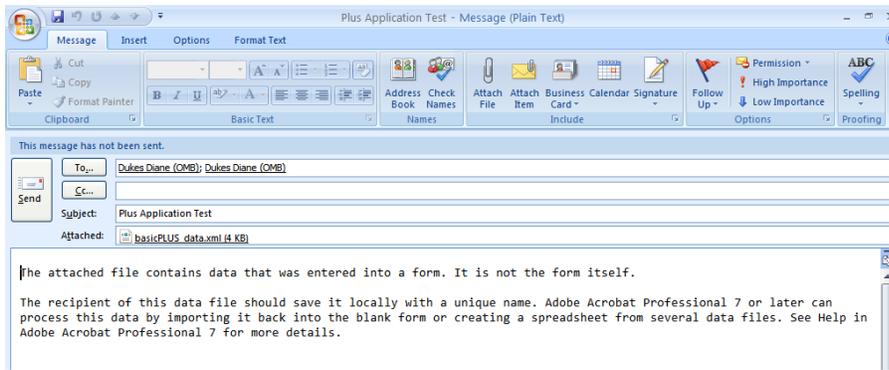


To send your form as an email attachment, chose option "Desktop email application" or "other":



This message lets you know that a data file is being sent to us (OSPC) as an email attachment)





The email will probably look something like this. Or it may also be addressed to dorothy.morris@state.de.us