Attest files

Anna-Karin Ettik Åsén - 2024-01-18 - [Comments (0)](#) - [Filhantering](#)

It is possible to follow the status of a file through the status column in the file list and also the icon on the first line. In order for a file to be approved, all required certificates must be provided.
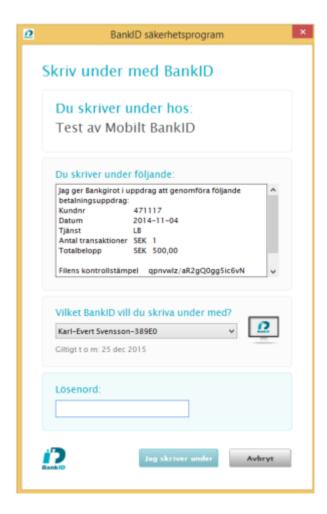
The certificate is made on Bankgirot's servers. The file must therefore first be [sent](#) to Bankgirot in order to then be certified.
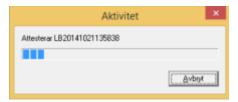
To sign file electronically:

1. Select the **Current** folder in the left panel of the main window.

2. Select the file or files to be signed in the upper right panel.

3. Then click on **Actions** in the main menu and then select **Attest.**

Note!

If e-Legitimation is missing, a message from Bank-ID is displayed.

1. Select the e-Legitimation you will use to sign the files and then click **OK.**

2. Enter the signature PIN and click **OK**.

3. Once the correct PIN has been entered, the following dialog will appear during the signing process:

For the signed files, this symbol

will now appear in front of the files.

If you have more files to be signed, then repeat steps 1 through 6 above.

Warning!

If you enter the wrong PIN code three times in a row, your e-Legitimation will be locked. You must then unlock it using a PUK-code which you can find at the bottom of the paper where you have your PIN-code. It may be good

to contact your supplier of the e-Legitimation (eg Your Bank) to get the exact description of how to unlock your e-Legitimation. You can read more information on the document containing your PUK-code.