User manual- eSign Process

JnānaBhūmi
Enabling Excellence
A Smart Education Portal
Introduction

ESign Electronic Signature Service is an innovative initiative for allowing easy, efficient, and secure signing of electronic documents by authenticating signer using AADHAAR eKYC services.

With this service, any AADHAAR holder can digitally sign an electronic document without having to obtain a physical digital signature dongle. Application Service Providers can integrate this service within their application to offer AADHAAR holders a way to sign electronic forms and documents. The need to obtain Digital Signature Certificate through a printed paper application form with ink signature and supporting documents will not be required.

The eSign of an electronic document aims to fulfill the following requirements:

- That the recipient can verify the identity of the sender (authenticity);
- That the sender cannot deny that he signed a document (non-repudiation);
- That the recipient is unable to invent or modify a document signed by someone else (Integrity).

Classes of certificates in the eSign Electronic Signature Service:

Based on the verification of identity of individuals and storage of key pairs, three classes of certificates are issued in the traditional way of obtaining Digital Signatures Certificates from a Certifying Authorities. In the case of eSign Online Electronic Signature Service, the Digital Signature Certificates are issued in the following classes.

**AADHAAR-eKyc – OTP:**

AADHAAR-eKyc - OTP class of certificates is issued to individuals use based on OTP authentication of subscriber through AADHAAR e-KYC. For additional security PIN facility can be availed.

**AADHAAR-eKyc - Biometric (FP/Iris):**

AADHAAR-eKyc - Biometric (FP/iris) class of certificate is issued based on biometric authentication of subscriber through AADHAAR eKYC service.
Process Flow of eSign in JnanaBhumi Portal:

Steps in eSign Process:
Follow the steps to complete eSign in JnanaBhumi portal.

1. Affiliating Authority mobile number should be registered/linked with AADHAR.
2. Login in JnanaBhumi portal
3. Go to college confirmation.

**College confirmation (2017-18):**
- Click on Services and Select College Registration Confirmation
- To view the pending college details, select the numbers under pending for confirmation column.
To confirm the college details, Approver has to click on ‘Verify’ button.

- When Approver clicks on verify button, all the college details to display in the next screen.

- If the details are valid, click on “ESign” and the message window will display asking permissions.
• Click on “YES”.
4. JnanaBhumi portal will send a ONE TIME PASSWORD (OTP) to the mobile number of CHECKER/APPROVER which is linked with AADHAR.
5. User to enter OTP sent to his AADHAR registered mobile number. On successful confirmation of OTP, college details pending in checker column falls into digitally signed approved column with a message showing “ESIGN PROCESS COMPLETE”
- After successful eSign process, the college details pending in checker column falls into digitally signed approved column.

![College Registration (2017-18) Table]

- The digitally sign will appear on right hand side corner of the document as shown in the picture.

![College Registration (2017-18) Signature]

- College Details:
  - College Code & Name: 10061 & ABM DEGREE COLLEGE BALIGHATAM NARSIPATNAM
  - Boys/Girls/Co-Education: Co-Education
  - Year Of Establishment: 2007
  - Telephone with STD Code: 9652556104
  - E-mail: abmdegree@gmail.com