MYLGS GETTING STARTED GUIDE

If you have been assigned an LGS Licence, follow the steps below to activate your Certified Identity and sign on GoSign. Keep in mind that you need a valid e-passport and a smartphone with biometric authentication to use the LGS Service.

Hello John Smith ,
welcome to LGS!

You received an **LGS Licence** and can now start exploring the full potential of our digital signature service.

1. Download MyLGS

Click on the button below and download the **MyLGS** app to your smartphone.

Open the e-mail you have received from Let's GoSign on your smartphone or PC.
In this message you will find the steps to follow in the three separate stages.

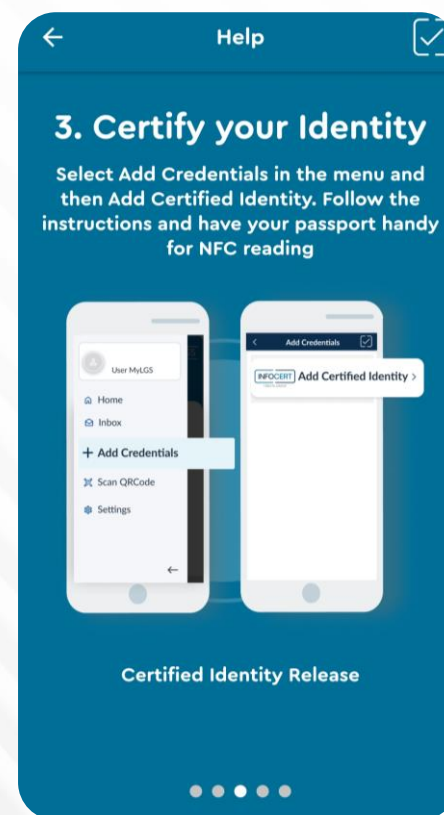Click on the button below and download the **MyLGS** app to your smartphone.
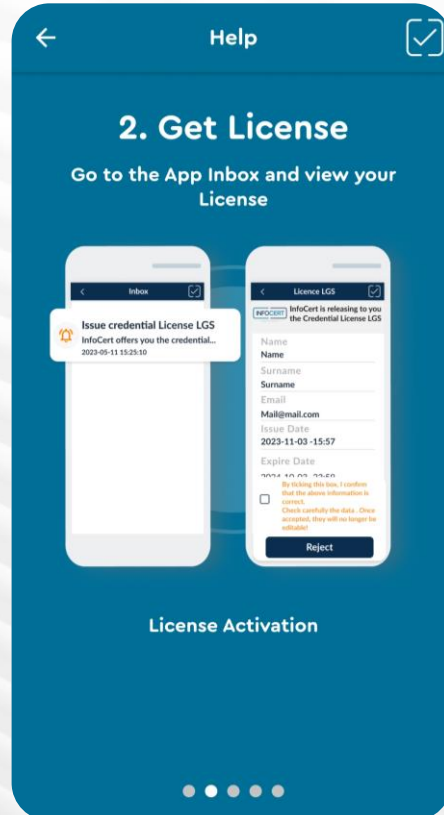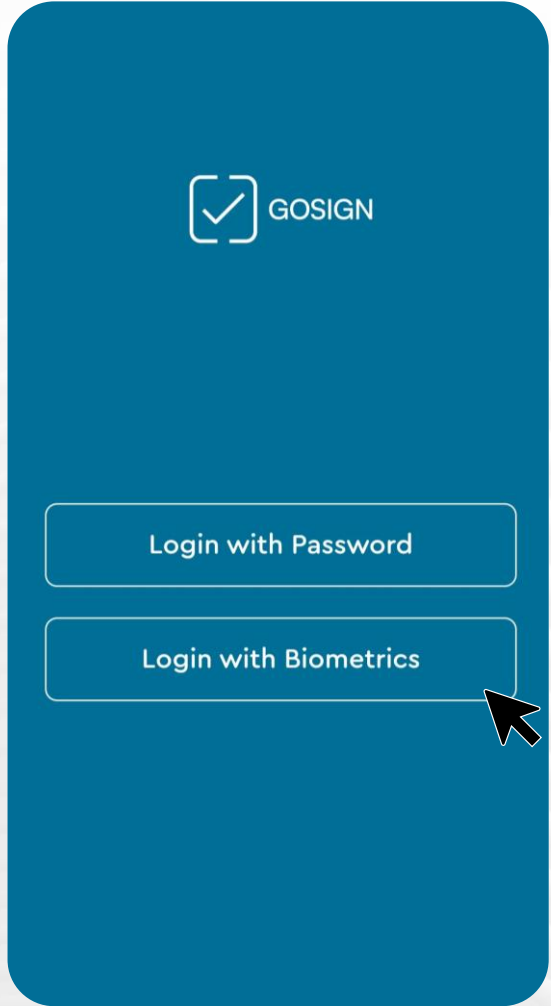
2. Get Your LGS Licence
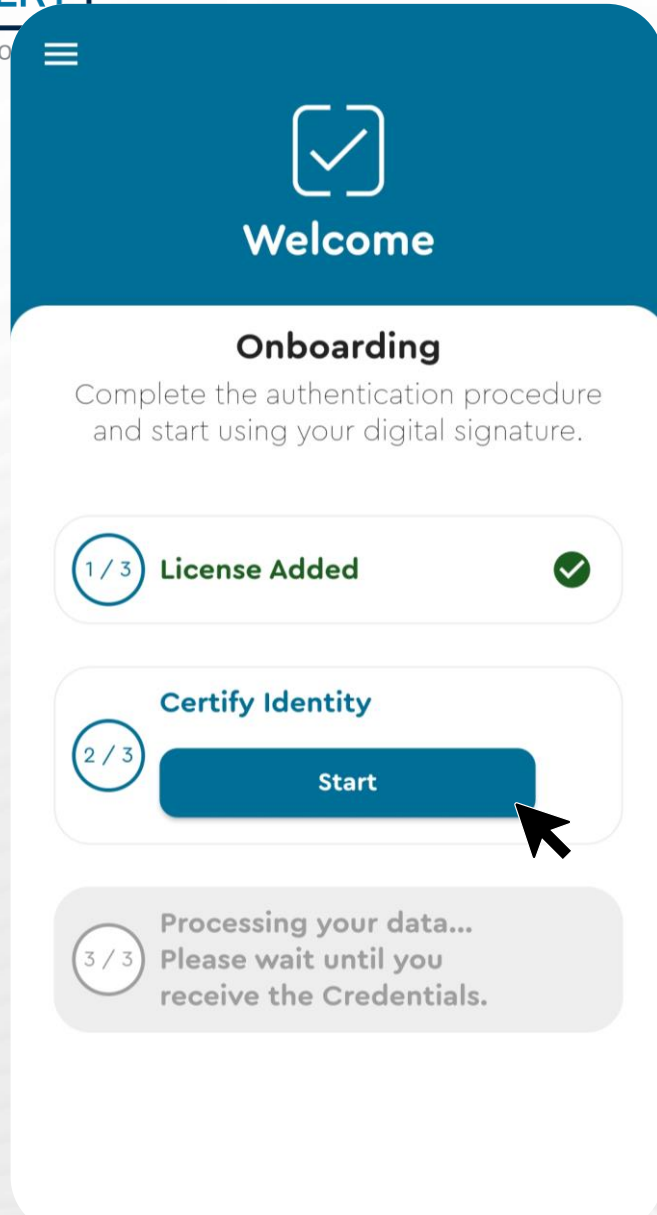
Click on the button to scan qrcode and get the licence.

Get your LGS Licence

Click on the first icon and download the MyLGS app compatible with the operating system of your smartphone.
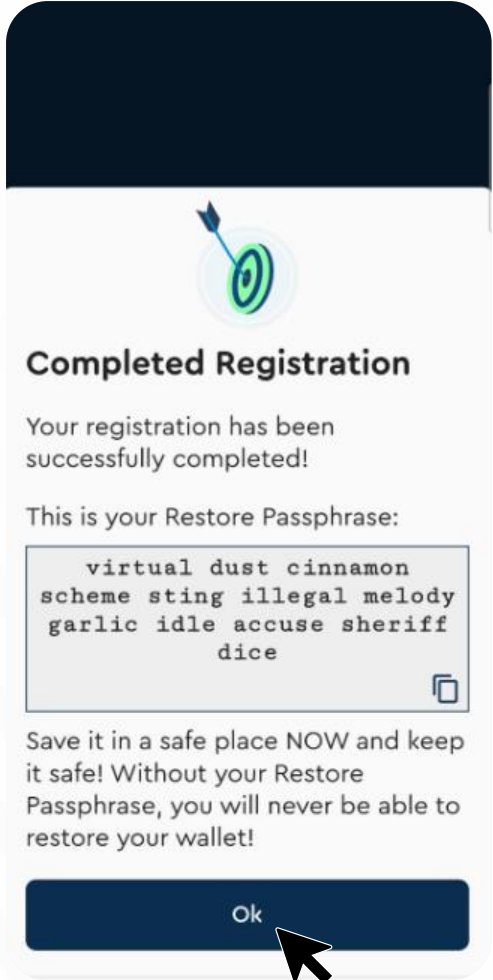
After downloading it, open the app and scroll through the brief introductory **Carousel.**
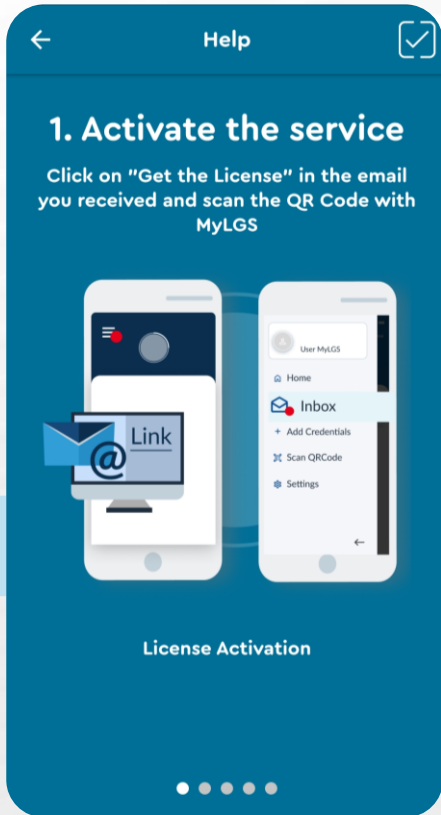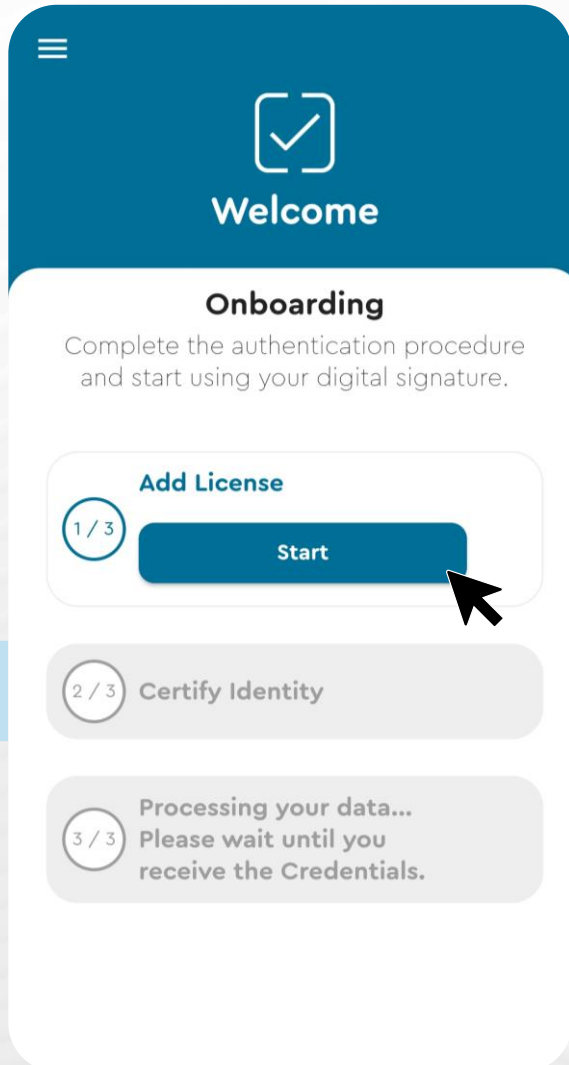
Click on **START**, choose your authentication method for logging in to the app (biometrics or password) and agree to receiving notifications from MyLGS.

Remember to save and keep your **RESTORE PASSPHRASE:** you may need it later if you want to move the app from one device to another

GOSIGN

Login with Password

Login with Biometrics

Completed Registration

Your registration has been successfully completed!

This is your Restore Passphrase:

virtual dust cinnamon scheme sting illegal melody garlic idle accuse sheriff dice

Save it in a safe place NOW and keep it safe! Without your Restore Passphrase, you will never be able to restore your wallet!

Ok

When the welcome message appears on the Home page of the app, consult the e-mail we sent you and carry out the second step by clicking on the **GET LICENCE** button. And click "START" to scan the Qr code.

If you are opening this page from your PC, use the MyLGS app to scan the QR Code below

If, however, you are opening it from your smartphone, click on the button compatible with your operating system.

You will be taken to a page with **two options**:

- if you have opened the e-mail on your PC, open MyLGS and click on START to scan the QRCode on the page.
- if, on the other hand, you have opened the e-mail on your smartphone, click on one of the two icons shown on the page (iOS or Android) depending on your operating system.

After you have scanned the QR code your licence will automatically be added to the app. Then proceed with the step 2.
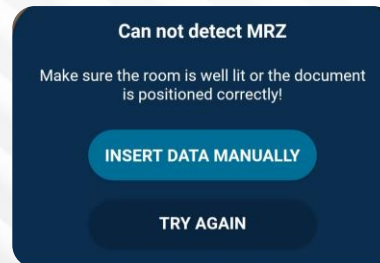
- View and accept the **T&C documentation**
- View and accept the **Wallet documentation**
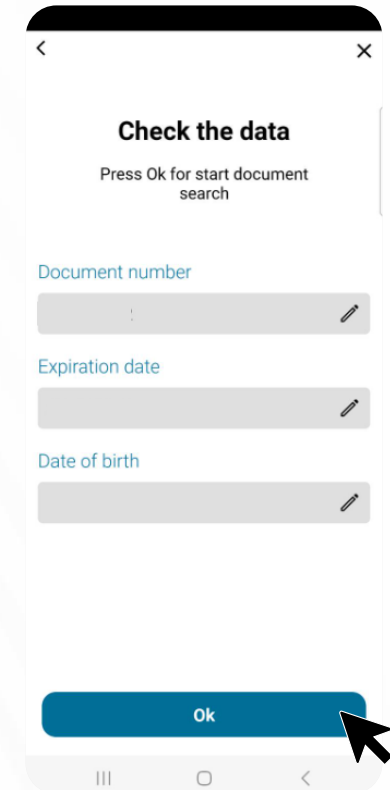- View and accept the **Privacy Notice**

Take a legible photo of your document

Ensure that all the data it contains are correct, then click on **OK**

If you can't detect the MRZ insert data manually

Place your smartphone on the electronic document until it is detected by the App and wait until it has finished scanning it
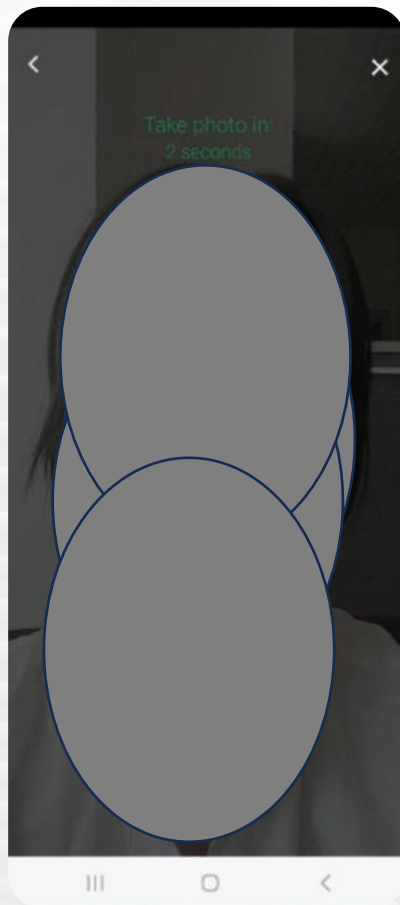
Ready to Scan!

Place device on top of the document
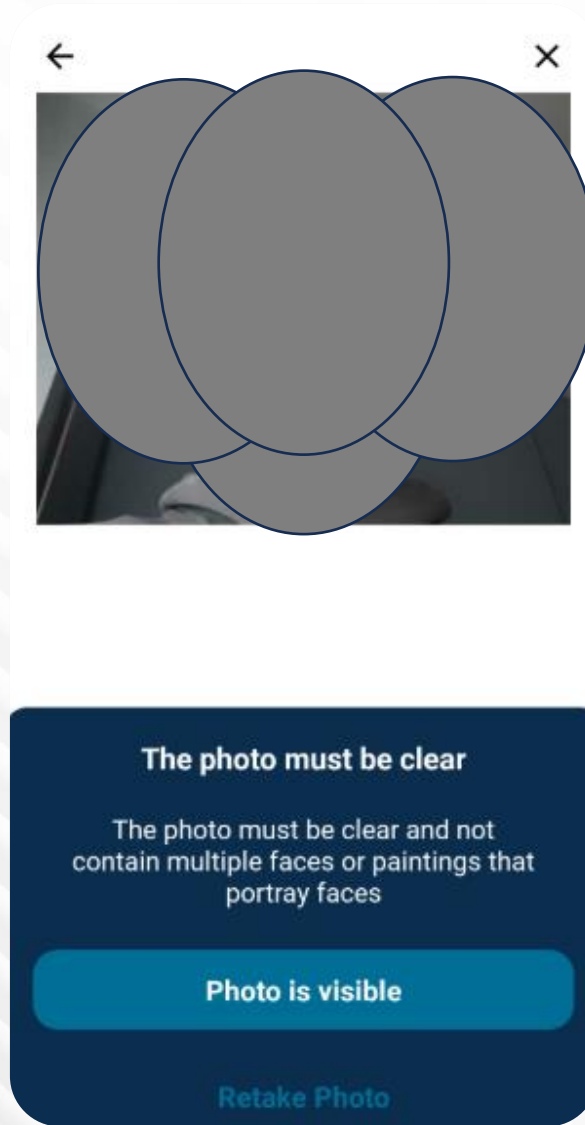Waiting for acquire document...

Document Found!

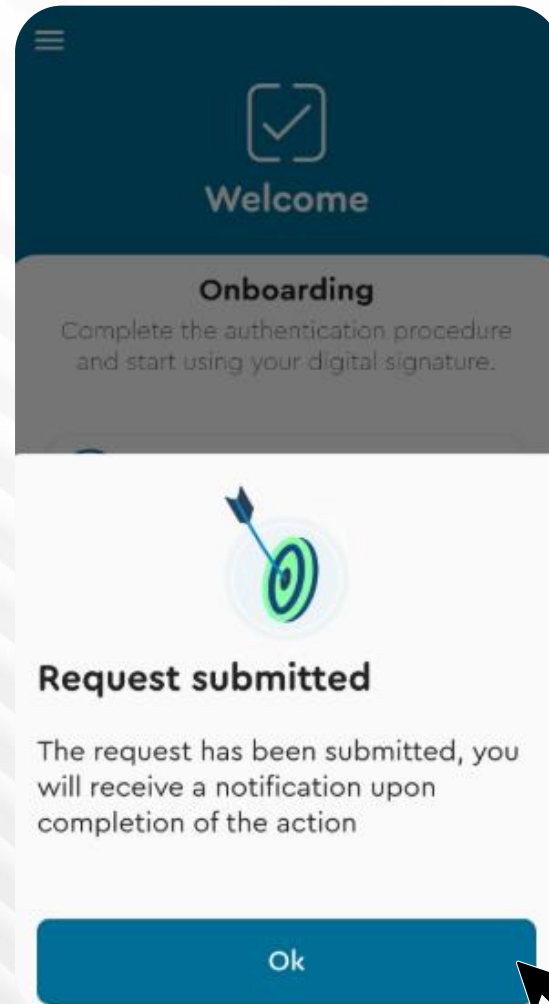**Do not move the document**
Reading Data...

Follow the instructions provided by MyLGS:
you will have to take **3 photos** of your face (one face on, one of the left/right side and one smiling) and confirm that you are satisfied with the photos. If you are not, keep taking photos until you are satisfied with your SELFIES.
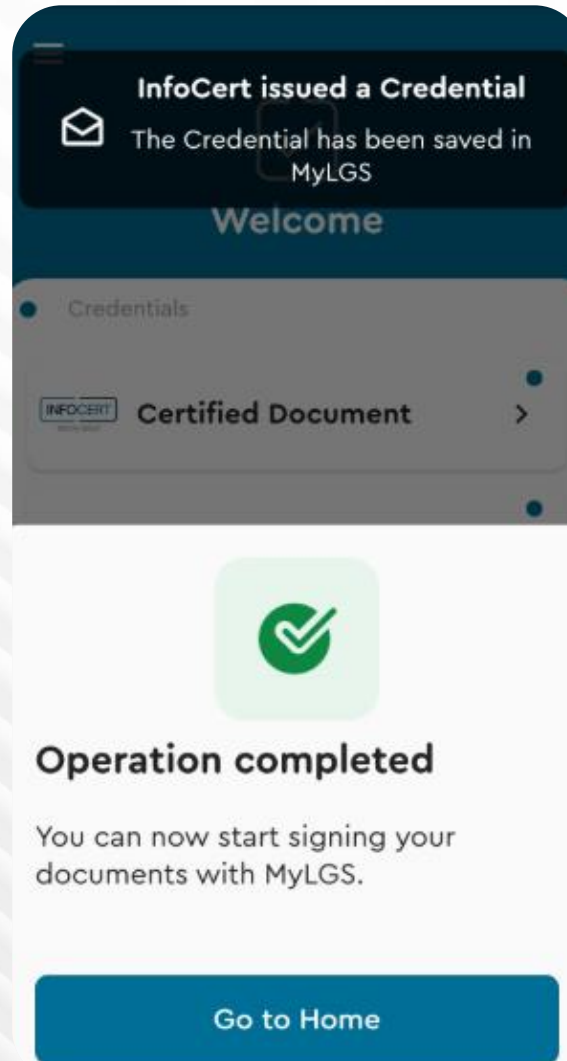Then click on **OK**.

If the photo did not come out well, you can take another one.

The photo must be clear

The photo must be clear and not contain multiple faces or paintings that portray faces
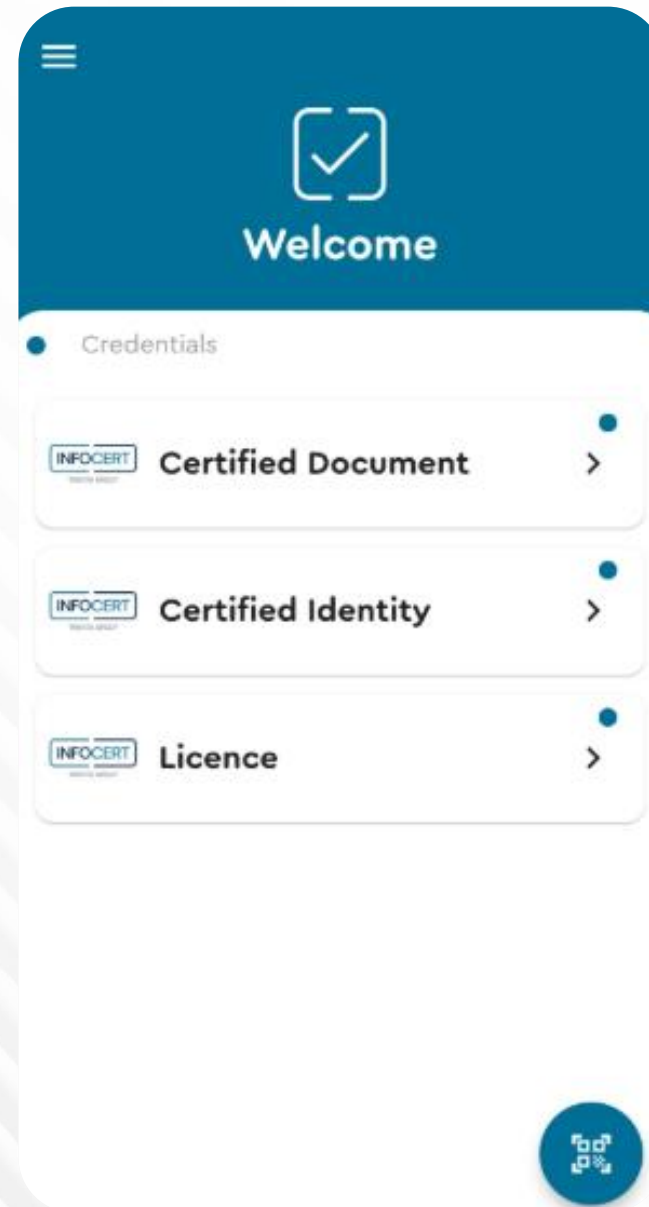
Photo is visible

Retake Photo

From this moment on, InfoCert will verify your information and identity.

Your **CREDENTIALS** and your Identity have been verified correctly

At this stage, a total of **3 CREDENTIALS** will appear on the MyLGS Home page, and from now on you can log in and sign your digital documents on **GoSign**.

CREATE, SHARE AND...
LET'S GOSIGN!