# Helios 12 offers integration with the ePadLink ePad!

The ePad digital signature capture allows you to store all of your contracts, releases, and waivers in Version12. With digital signatures, there's no need to print out and store copies of your documents, as they are able to be saved to each customer's profile.

When the option for the digital signatures is enabled, you'll notice a new tab for Releases on the client profile screen:

| Activity | Notes | EFT | Releases | Summary |

Date	Time	Location	Type	Name
4/27/2015	11:39 AM	4	Waiver	All Merge Codes
4/27/2015	11:38 AM	4	Release	Release
12/31/2014	11:07 AM	4	Release	Release
6/10/2014	5:38 PM	4	Release	Release

This tab will show all the releases and waivers that the customer has signed.

Additionally, a new button for the contracts will appear on the EFT tab, allowing you to view EFT contracts.
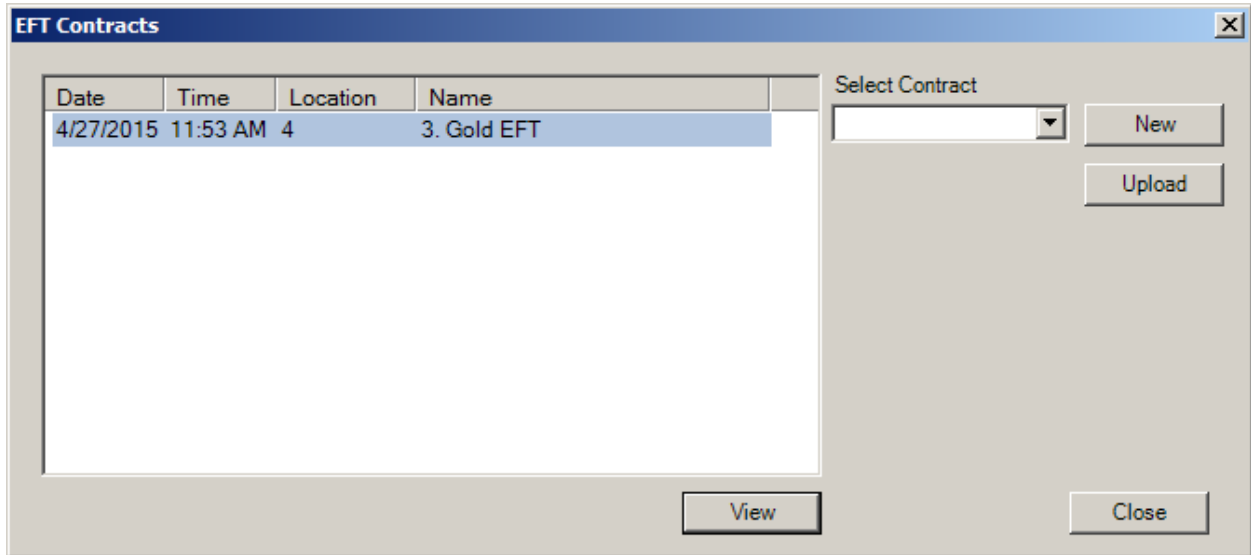
When a customer needs to sign a document, all the cashier need to do is double click the signature box embedded in your document. The signature box looks like this:
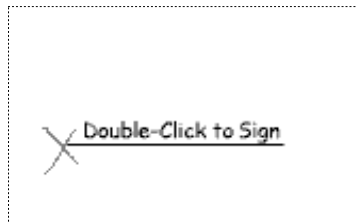
When the cashier activates the signature capture, they will need to type the customer's name, and the customer will sign on the ePad.
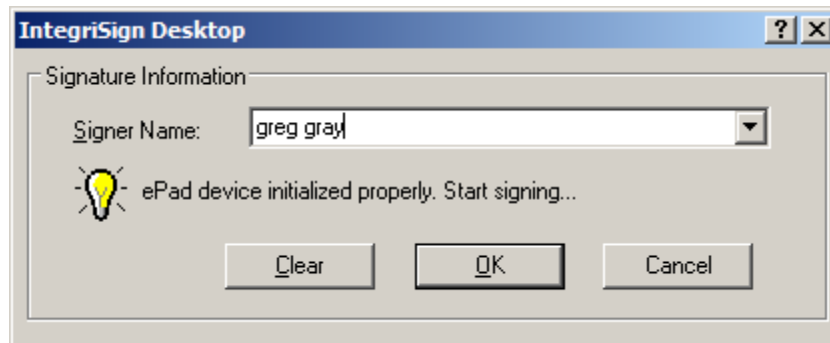

After the customer signs the document, the cashier will simply close Word, and click "yes" to save the document. Once the document is saved, it will upload in the background and appear on the customer's profile shortly.

Creating your Digital Signature Templates

All of the Helios 12 templates are Word Documents. This allows you to use the powerful capabilities of Word, add signature fields wherever necessary, as well as simple plug-ins to pull client information into your documents.

To create your new Digital Templates, you will need to go to Settings->Templates. From here, you can rename your documents and the Edit button will launch Word for the selected template.
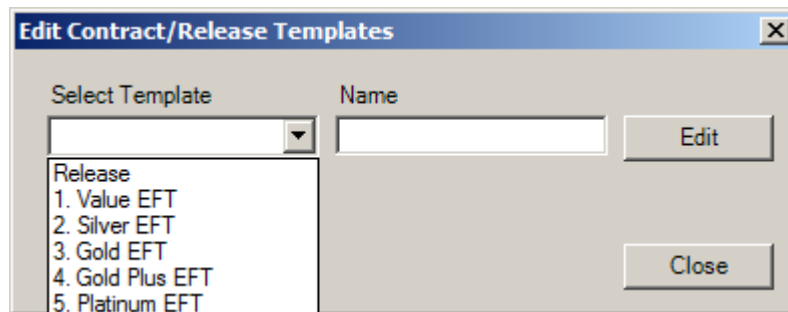

Once Word opens, you can type or copy in whatever text you would like for your document. To pull information from Helios into your document, you will need to go to the ADD-INS tab at the top.
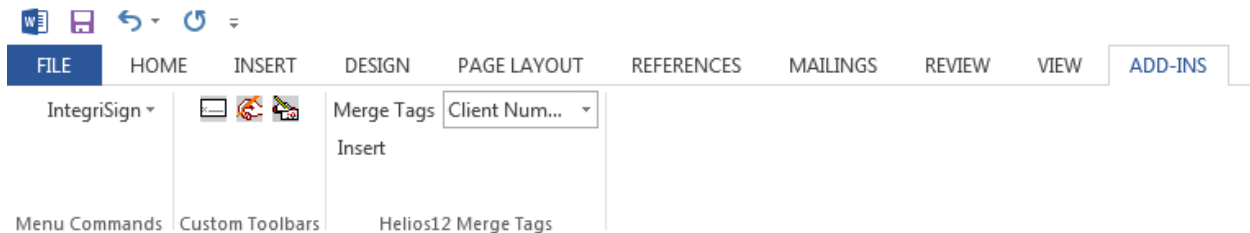
The Merge Tags option will allow you to insert the code to pull information such as first name, last name, address, EFT information, and many more options.

To add an embedded signature box, you simply need to click the signature box picture in the Custom Toolbars Add-In.
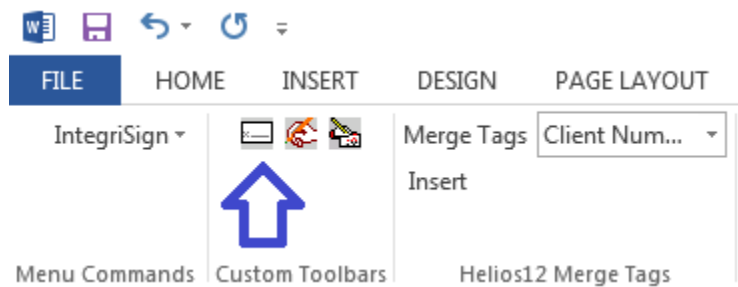
You can add as many signature fields as you need for your document. For example, if you needed additional fields for parental signature or witness, you can place them where you would like.