

# Course : Uses and impacts of electronic signatures

*Practical course - 2d - 14h00 - Ref. SIG*

*Price : 1890 CHF E.T.*



The electronic signature is a highly regulated mechanism that makes it easy to achieve high productivity gains. This highly operational course will help you to understand the legal framework governing its use, as well as the means and tools to be implemented to optimize its use.

## Teaching objectives

**At the end of the training, the participant will be able to:**

- ✓ Understand the legal framework for implementing and using electronic signatures
- ✓ Understand the impact of electronic signatures on business processes and organization
- ✓ Know the tools, norms and standards used for dematerializing signatures
- ✓ Launch a project to set up an electronic signature system

## Intended audience

Chefs de projet métiers, DSI, RSSI, MOA, responsables des études informatiques, responsables dématérialisation.

## Prerequisites

Experience in managing IT projects and/or implementing business processes.

## Practical details

**Hands-on work**

Exercises and case studies.

## Course schedule

### **1** The electronic signature: definition and uses

- Electronic signature concepts and principles.
- The challenges and benefits of its use.

### **PARTICIPANTS**

Chefs de projet métiers, DSI, RSSI, MOA, responsables des études informatiques, responsables dématérialisation.

### **PREREQUISITES**

Experience in managing IT projects and/or implementing business processes.

### **TRAINER QUALIFICATIONS**

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### **ASSESSMENT TERMS**

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.

Participants also complete a placement test before and after the course to measure the skills they've developed.

## 2 The legal framework

- Laws, decrees and orders.
- The different levels of implementation.
- The recommendations of the French Information Systems Security Agency (ANSSI).
- Référentiel Général de Sécurité V2 (RGS) and the European Regulation.
- RGS: an obligation for administrative authorities and a best practice for businesses.

## 3 Current uses

- Internal and external business uses.
- Matching resources to challenges.
- Choice of security level.

### Hands-on work

Determine the optimum level of quality for a digital certificate.

## 4 The impact of using electronic signatures

- Impact on information systems and applications.
- Consequences for the organization.

### Hands-on work

Identify the impact of implementing electronic signatures on a business application.

## 5 The tools

- The state of the art.
- Software and services on the market.
- The choice between insourcing and outsourcing.

### Hands-on work

Identify the impact of digital signature implementation on a business application.

## 6 Norms and standards

- Standards and formats: P7, Xades, PDF Signature and Pades.
- How electronic evidence is created and preserved.

### Hands-on work

Produce, view, time-stamp and validate electronic signatures in different formats.

## 7 RGS and document repositories

- The various documents to be produced: signature, validation and proof management policies.
- RGS recommendations: risk analysis and threat assessment.

### Hands-on work

Define the content of a digital signature policy.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.

## 8 Optimizing an electronic signature project

- Budgets and deadlines.
- Key points in change management.