

Scan. Sign. Finish in the field.

Final Exhibit | iPhone and iPad, with Mac handoff

Scanner and Electronic Signatures
Review draft | October 29, 2026

Capture paper or import an existing PDF on iPhone/iPad, review each page, place an electronic signature or blank notary section, and save the result in Evidence Locker. Use the saved document with the supported item and Case File workflows.

Scanner tools are available without Pro

The supplied mobile Scan launcher, scanner editor, signature tools, optional signing date/time and GPS, and blank notary-section placement have no Pro gate. Case File full reports, supporting-document tools, and billing have separate Pro restrictions. Form Generator is a separate workflow.

A practical field example

Complete the actual service or work information on the paper. Scan it while in the field, check all entries, add the intended signature, and optionally include device signing date/time and GPS. Review and save the result before preparing the delivery copy. The signing stamp does not supply the underlying service or work facts.

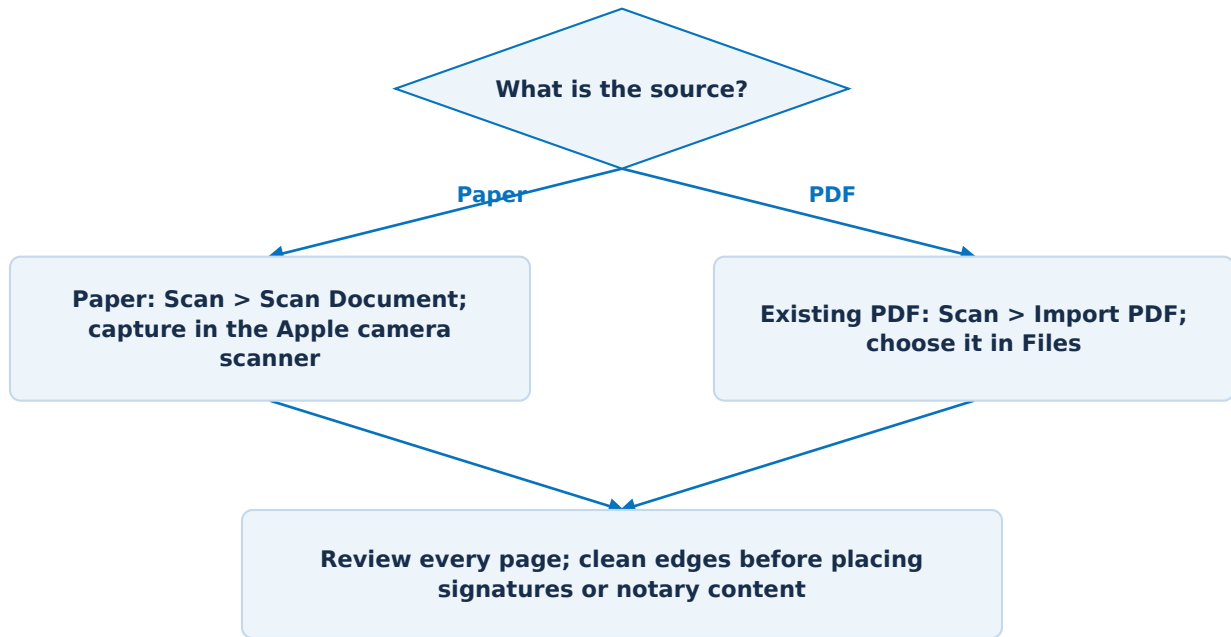
SETTING / CONTROL	WHAT TO DO AND WHY
iPhone / iPad	Evidence Locker > Scan opens the mobile scanner. Choose Scan Document or Import PDF. Sign, Notary, page review, and the subsequent save branches are documented here.
Mac Catalyst	The supplied desktop navigation and Evidence Locker do not expose the mobile scanner/signing editor. Mac can import a supported saved PDF for item review/export. Do not promise Sign or Notary controls on Mac without build verification.
Electronic signature	The drawing and optional details are flattened into a page image when Apply is used. This is not a certificate-based PDF digital signature or an identity-verification service.

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Source-checked review draft using MetaStamp.zip. Xcode target settings, the Core Data model, permission configuration in the final build, and installed-device tests remain needed. The Android scanner PDF guides appearance only; Apple control names and behavior are verified separately.

02 Choose paper or PDF



Open the scanner on iPhone or iPad

1. In Evidence Locker, tap Scan. If Scanner Quick Start appears, read it and choose Continue.
2. Select Scan Document for paper or Import PDF for a file.
3. Complete capture/import, then wait for Preparing document to finish.
4. Swipe between pages and check the Page x of y indicator.

Paper capture

Scan Document opens Apple's document camera interface. Use its available capture, page review, adjustment, and completion controls. Those camera controls are provided by Apple and can vary with device/OS. The app then normalizes and enhances the returned page images and applies paper-edge correction when its detection criteria are met.

Existing PDF requirements

Select one readable PDF from Files, iCloud Drive, or an available provider. It must contain 1-50 pages. The loader rejects a locked PDF, restrictions on printing or commenting, invalid page dimensions, or a page it cannot render. Download remote files before retrying a failed import.

Keep the original PDF

Import renders pages into images. The new saved copy does not retain editable text, PDF form fields, or existing digital-signature verification. Importing is not a way to preserve or revalidate an already digitally signed PDF. Word files are not accepted by this PDF-only scanner picker.

03 Review pages and clean edges

Review all names, dates, signatures, stamps, seals, page numbers, and margins before adding anything. Camera scans have already passed through Apple capture and the app's initial cleanup; imported PDF pages enter the review stage through a separate rendering path.

SETTING / CONTROL	WHAT TO DO AND WHY
Swipe between pages	Changes the selected page. The page indicator identifies which page Remove Border, Restore Original, Sign, and Notary will affect.
Remove Border	Whites out the outer 1.5% of each edge on the selected page. It does not crop or resize. Repeated taps cover the same strip, rather than growing it inward.
Restore Original	Restores the selected page to the scanner review baseline and clears its edited status. It removes all changes made to that page in this review session, including applied signatures, notary sections, and border whitening. There is no extra confirmation in this method.
What Original means	For paper, the baseline is the processed page returned from camera cleanup; for a PDF it is the rendered imported page. It is not an untouched camera sensor file or the original editable PDF.
Scanner Guide	Reopens Scanner Quick Start. Back to Document returns to page review. Don't show again stores the guide preference; you can still reopen it manually.
Cancel on page review	Leaves the scanner without completing its current page set. Do not treat applied overlays on unsaved pages as a saved Evidence Locker item.
Done on page review	Completes this page set and passes it to the app's save flow. The next screen depends on whether the pages came from a camera or an imported PDF; see page 7.

White strips can cover evidence

Inspect the edges before Remove Border, especially for handwriting, seals, initials, or page numbers near the margin. The strip paints over content in that area. Restore Original can recover the review baseline, but also removes other edits already applied to that page.

Single-page camera scans get a later crop stage

After Done, a one-page camera scan opens Crop Document. Its controls are Full Page, Auto Straighten, Reset, Cancel, and Done. Drag the corner handles to define the rectangular crop. Full Page selects the full current working image; Reset returns to the image that entered this crop screen. Auto Straighten can change the working image. Neither recovers content removed before this stage.

This crop stage follows signature placement in the supplied single-camera-page flow. Keep the signature and its optional details inside the final page area and recheck them afterward. There is no matching imported-PDF crop stage after Done.

04 Draw and place a signature

- 1. Choose the page.** Swipe to the page that needs signing, confirm its number, then tap Sign. The editor is titled Sign Document.
- 2. Draw your signature.** Draw in the white signing area. Clear Signature erases those strokes so you can start again.
- 3. Choose optional details.** Include signing date and time starts on; Include GPS coordinates starts off. If you enable GPS, wait for a usable current location or turn GPS off to proceed without it.
- 4. Tap Place Signature.** This captures the device time and selected GPS details into the stamp preview.
- 5. Position it.** Drag the signature and use Size to adjust the whole stamp, including any text below it.
- 6. Tap Apply.** The stamp becomes part of that page image. Review the page, repeat on other pages as needed, then tap Done on the main review screen to save.

SETTING / CONTROL	WHAT TO DO AND WHY
Clear Signature	Erases the currently drawn strokes before placement. It does not remove a signature that was already applied to a page.
Place Signature	Available only with strokes, no active location request, and a fresh location if GPS is enabled. Creates the placement stamp; it does not finish saving the whole document.
Size	Resizes the stamp in the placement preview. The app constrains placement to the page bounds. You still need to keep it clear of document text, borders, and other signatures.
Redraw	Returns to drawing before Apply. Clears strokes and the pending stamp; use it to redraw and recapture signing details. Check the date/time and GPS options again.
Cancel in Sign Document	Leaves this editor without applying the pending stamp. Previously applied page changes remain until restored or the unsaved page set is abandoned.
Apply	Permanently draws the pending stamp into the working page image and returns to page review. It is not a moveable PDF signature field afterward.

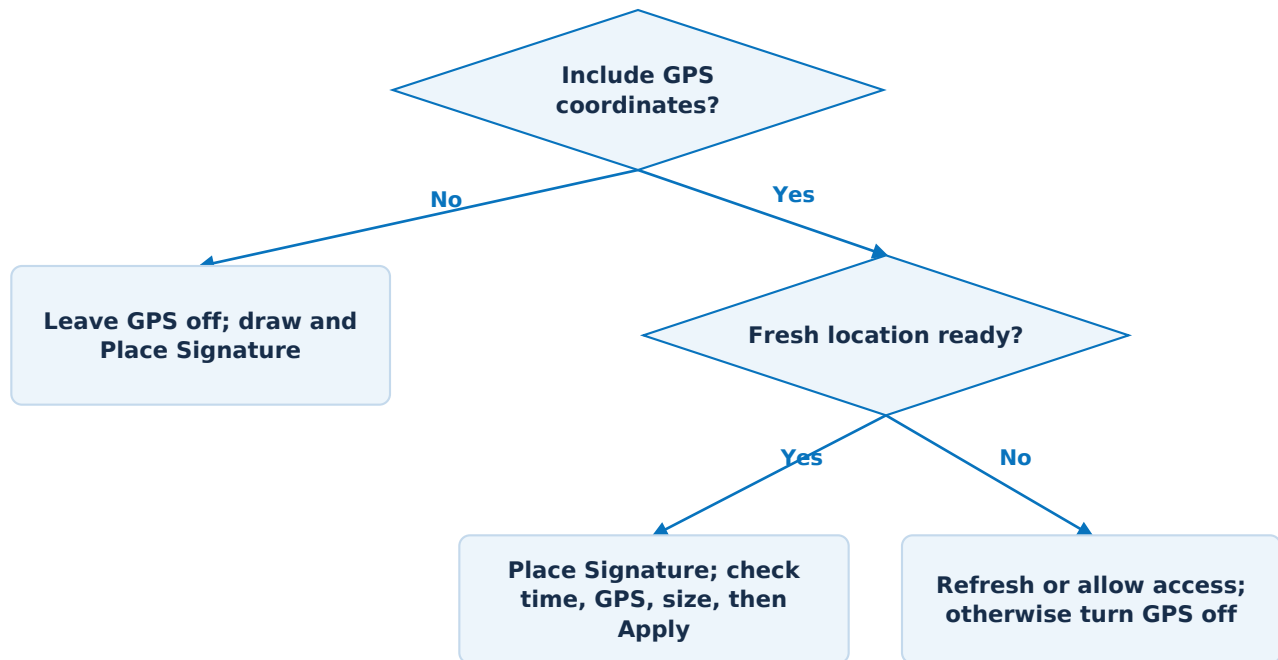
Correct an applied stamp carefully

This editor has no separate Remove or drag-to-edit control for a stamp already applied. Restore Original on page review removes that page's review edits together, then you can redo the work. Opening Sign again adds another stamp to the current page; it does not select the existing flattened signature.

Typed name and a drawn signature are separate

Professional Profile's Signature name is a reusable typed export identity. It does not supply strokes to this signing pad and changing it does not sign this document. The scanner requires a drawing for the page stamp.

05 Signing date/time and GPS



What the stamp records

The optional date/time is captured when Place Signature is tapped, not when Apply or the final Done is tapped. Its text begins Signed (device time) and includes the device time-zone offset. GPS, when selected and available, is printed as coordinates to six decimal places. These are signing details for this device, not the original capture metadata or an independently verified service location.

Location freshness and errors

The signing location helper accepts valid returned coordinates with a nonnegative reported accuracy and a fix timestamp within 30 seconds. Its ready message reports accuracy in meters. This is not a promise of a particular accuracy. Tap Refresh Location if the fix becomes stale; Place Signature is disabled with GPS enabled until its freshness condition is met.

A request has a roughly 20-second timeout. If permission is denied/restricted, the app configuration lacks the location description, or no usable fix arrives, read the status. Enable appropriate location access in device Settings where available, retry, or turn off Include GPS coordinates. The Apple path does not silently stamp GPS unavailable and continue while that option remains enabled.

Signing location is not the event location

A return signed later in a vehicle or office records that device's signing location if GPS is selected. Enter the actual service/event facts in the document separately. A typed address in item Details, scan-capture GPS, and this signing stamp are distinct values and may differ.

06 Add a blank notary section

1. Select the page and tap Notary.
2. The Notary Section editor prepares a blank section. Drag it to an unused area.
3. Adjust Size so every label and writing line remains usable.
4. Tap Apply to draw it into the working page, or Cancel to leave without adding it.
5. Review the full page before Done and inspect the saved document afterward.

SETTING / CONTROL	WHAT TO DO AND WHY
State / County	Blank venue lines in the prepared section. The scanner does not fill them from GPS.
Signer(s)	A blank line for the relevant signer names; it is not populated automatically from Client Profiles.
Date of notarization	A blank date line. It is different from the optional device-time stamp added through Sign.
Notarial wording / certificate	Blank lines for the appropriate wording. No state-specific certificate wording is selected or generated by this Notary placement action.
Notary signature / Printed name	Blank lines in the section. Adding the section does not fill the notary's identity or apply a separate signature.
Commission number / Commission expiration	Blank identification and expiration lines. No commission verification occurs in this placement tool.
Notary seal / stamp	An empty outlined area with that label. It is not a generated official seal, credential, or verified stamp.

Adding a section does not notarize the document

This action places a generic blank section into the page image. It does not complete a notarial act, verify identity or commission status, provide remote notarization, or supply a jurisdiction-specific completed certificate. The responsible notary determines and completes the required content through the appropriate process.

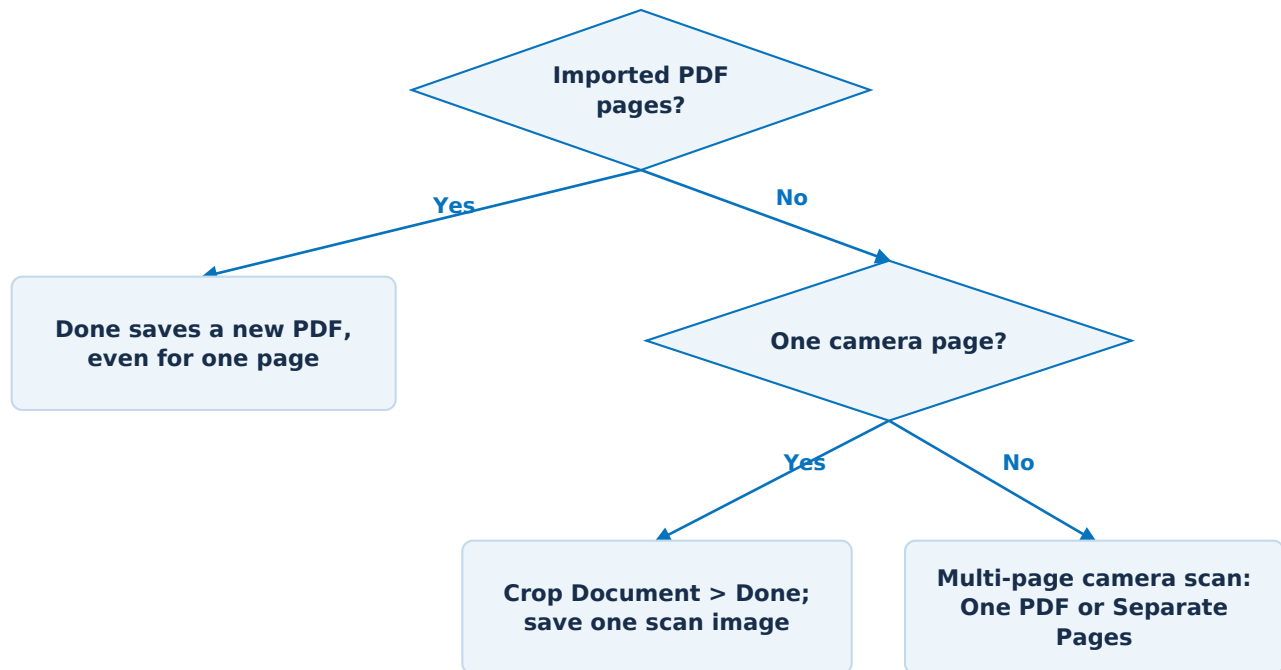
Placement matters

The section has an opaque white background and can cover existing content. Use genuinely empty space and keep the section readable at the final output size. There is no automatic extra-page insertion or page-expansion control in this editor. If the document has no room, do not cover its text to force the section onto it.

Changing it after Apply

The section becomes part of the page image. Restore Original removes the page's review edits together. This scanner has no separate field editor for typing into the blank notary lines or moving a previously applied section as an independent object.

07 Finish and choose the saved form



Imported PDF

After review, Done uses the PDF completion path and saves a new scan PDF in Evidence Locker, including a one-page import. It bypasses the later single-page crop screen. The imported source file is not overwritten. The new copy contains rendered/flattened page images.

One-page camera scan

Done opens Crop Document. Wait for Straightening to finish, check the crop, and tap Done to save the scan image. The source stores this Scan item as PNG; use the item's export tools when you need a PDF delivery. Check every signature and edge after the crop.

Multi-page camera scan

When the save mode asks, Save multi-page scan as offers One PDF or Separate Pages. One PDF creates one scan PDF; Separate Pages creates individual Scan image items. A previously stored save preference can bypass the question. Cancel dismisses this choice; the source retains a recovery draft, so cancellation is not a guarantee of permanent draft removal.

Review the saved output, not just the editor

The shared FileStore PDF writer still applies white-canvas, margin-trimming, and enhancement steps to page images before writing a PDF. This is a source discrepancy with the review path's preservation wording. Check the saved margins, signature strokes, seals, small text, and page sizes. Do not promise pixel-identical preservation of the reviewed page or imported PDF.

08 Deliver and continue on Mac

Finish the record on iPhone or iPad

1. Open the saved Evidence Locker item and verify page count and readable contents.
2. Enter the relevant purpose, client/case reference, and factual notes. Apply the appropriate Client Profile and link the Case File where needed.
3. Select the intended export and inspect the actual saved document.
4. Use an available Apple share-sheet destination, such as Files, AirDrop, Mail, or Messages, and verify the recipient and attachment.

SETTING / CONTROL	WHAT TO DO AND WHY
Existing PDF output	In mobile item Details, the existing-PDF export paths can share the stored PDF rather than create a newly stamped report on every page. The signature already flattened into that PDF remains visible. Additional report details are export-path dependent.
One saved scan image	Use Export PDF Report or Export PDF (No Details) according to the intended delivery. Inspect the heading, metadata area, and paper contents. An image export is different from the full editable case record.
Case File attachment	Linking evidence to a case and adding a supporting document are separate operations. Supporting-document and full case-report export tools have their own Pro restrictions.
OCR and Find	Saved scanner PDFs contain page images. The supplied item OCR paths use a first-page preview, not a verified full-document text index. Importing/signing a PDF does not automatically make every page searchable.
Mac handoff	Open a supported saved PDF on Mac through its file import or after eligible iCloud data/assets finish syncing. Inspect the actual pages and use the desktop export controls. This is not a verified Mac scanner/signing entry point.

Signing GPS versus item location

Starting a camera scan requests a one-shot location through a separate helper. A camera Scan item can receive that location labeled manual. Imported-PDF save deliberately does not attach the current scan-start location as if it were the original document location. Neither action is the same as enabling Include GPS coordinates in Sign.

Sharing access and syncing documents are separate

Use the same iCloud account for supported cross-device record synchronization and allow time. Open the actual file on the receiving device before relying on it. Family Sharing does not combine separate accounts' evidence. This ZIP does not establish every synced asset or preference; retain the source and verified exports.

09 Troubleshooting and final review

SETTING / CONTROL	WHAT TO DO AND WHY
Place Signature disabled	Draw at least one stroke. If GPS is on, wait for the request to finish and obtain a current fix; refresh if stale or turn GPS off. Read the location status.
PDF does not import	Download the actual file. Use a readable, unlocked copy with printing/commenting allowed and 1-50 pages. The picker accepts PDF, not Word. Invalid/unrenderable pages can fail the whole import.
Signature or text missing	Check the selected page, Apply completion, final Done/save branch, crop, and any edge-whitening. Restore Original can remove applied page edits. Compare the saved output with the intended source.
Scan camera unavailable	Camera support and permission depend on the installed device/build. The wrapper uses Apple's document camera; there is no alternate in-app desktop capture workflow established here. Use the supported mobile device and check its permissions.
Interrupted save	The mobile source has a scan-draft recovery path that can create recovered Scan image items with a recovered-draft note. It is not a guarantee of the original PDF grouping or complete recovery. Inspect for partial/duplicate items and verify content.
Notary details not filled	The section is deliberately blank. This placement tool does not fetch client, agency, notary, commission, or venue values into those lines.
Cannot move an old signature	After Apply the stamp is flattened into that page. Redraw operates before Apply; Restore Original resets the selected page's review edits together.

Final document check

Confirm the correct document and page order, all expected pages, readable names/dates, full signatures and signing details, intact edges/seals, correct signing location interpretation, and the actual saved/exported file. Preserve the original paper or received PDF and any necessary message context.

Remaining checks before publication

Verify the matching release, Xcode target configuration, camera/location usage descriptions, and Core Data model. Test paper one-page/multi-page saves, 1-50-page PDF import, location permission/freshness failures, Restore Original, recovery, and final PDF margins. Confirm any additional Mac entry point with actual screenshots/source before adding it to the instructions.

Source review: AdobeStyleScannerView.swift; DocumentScannerView.swift; DocumentCameraRepresentable.swift; DocumentCropView.swift; ContentView.swift; FileStore.swift; desktop navigation/Evidence Locker. Android scanner PDF used for design only.

Need help or a personal walkthrough?

Email support@finalexhibit.com or message **Final Exhibit on Facebook**. Tell us your device, paper/PDF source, and the step needing help. Suggestions for additional forms and practical field workflows are welcome.