

# Using an approval signing token to undertake a review

## Using an approval signing token to activate a review

The workflow popup for an approval requiring authentication using a signing token will display a credentials option for a **token**.

Review

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matilde 577553

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Add your username and the 6-digit signing token displayed on in your authenticator app.

The **Approve** and **Reject** buttons become active when a signing token and username are added.

The credentials are validated when the user undertakes the approval decision.

- the signing token is valid for a limited time and may not be valid if you take too long to make your decision.
- each user will need to set up and use a separate signing token.
- each content review in the workflow will require a signing token.

An invalid credentials screen message will be displayed if the username added has no valid signing token set up or the signing token code is incorrect or exceeded its time-based validity.

## Related Links

### User Guide

- [E-Signature](#)
- [Workflow popup credentials prompt](#)
- [Reviewer authentication](#)
- [Authentication apps](#)

### Authoring Guide

- [Setting up a reviewer signing token](#)

### Confluence Administration

- [E-Signatures configuration - global](#)