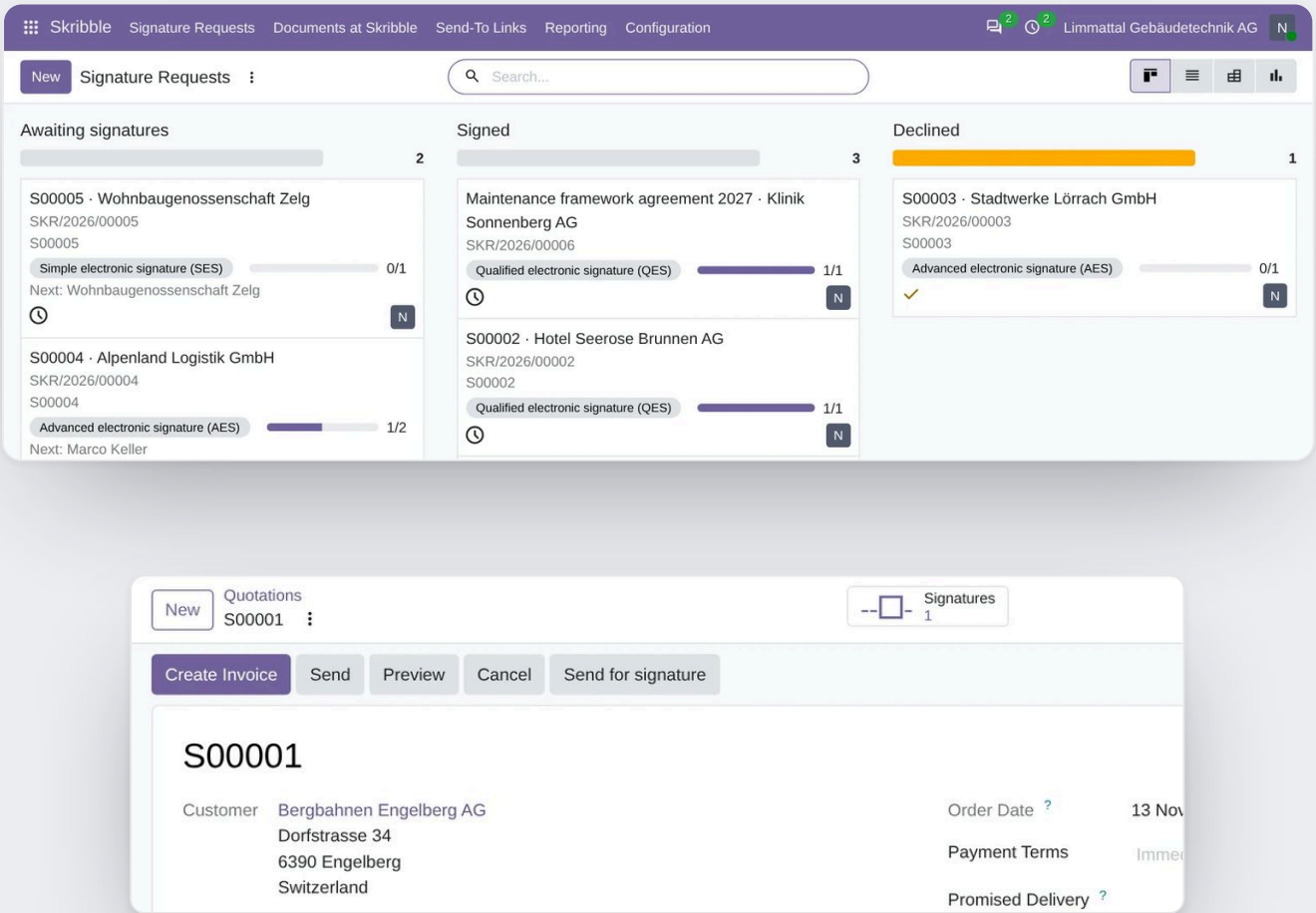
USER MANUAL · E-SIGNATURE

Skribble connector for Odoo

For those who already have the connector: install it, activate it, connect it, set it up and use it, step by step.

Module version 20.0.3.0.0 | Odoo 20 screenshots | Edition of 14-11-2026



Real Odoo 20 screenshot. The Skribble signature requests in Odoo and, in front, a signed and confirmed quotation with its Signatures button.

Contents

On the right, the page where each section starts. Menu and button names are those of Odoo in English.

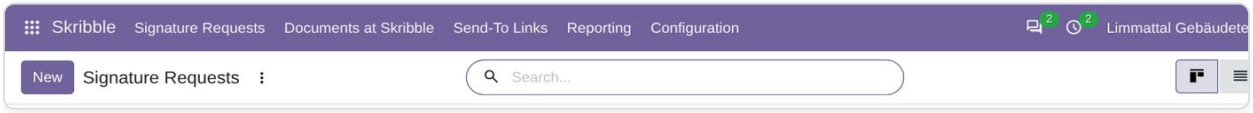
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This manual describes version 20.0.3.0.0 of the module (Odoo branch 20.0, commit 988ae0a5e). Everything it says comes from its code: menus, buttons, fields, scheduled actions and error messages.

The screenshots come from a test Odoo 20 database, with a made-up company and data and no real connection to Skribble. In Odoo 17, 18 and 19 the module has its own version: if something on your screen does not match, write to us.

1 What it is and where to find it

The connector is a single Odoo app, "Skribble Odoo Connector" (version 3.0: 20.0.3.0.0 on Odoo 20). From it you send documents to be signed with Skribble, track each signer, and save the signed PDF and its evidence in Odoo. The buttons to send for signature also appear inside the Odoo apps you have installed.



- **Real Odoo 20 screenshot.** The Skribble app, with all the open signature requests.

Signature Requests	**All Requests**, those that **Needs Attention** and the list of **Signers**.
Documents at Skribble	The documents that are in your Skribble account.
Company Seal	The electronic seal of your organisation, if your Skribble account has one.
Send-To Links	Links for someone to sign from their own Skribble account.
Reporting	**Signature Analysis** and the **Skribble Usage** of your account.
Configuration	**Settings**, **Accounts**, **Signable Models**, **Request Templates**, **Import from Skribble** and, under **Technical**, the **API Log** and the **Callback Events**.

Outside the app, the connector works in **Sale**, **Invoicing**, **Purchases**, **Inventory**, **Project** and **Employees**, and in your customers' portal. Everything is in this app: the screens for each Odoo app appear as soon as that app is installed, and they go away if you uninstall it.

The September 2026 versions shipped a bridge module for each Odoo app. From 3.0 onwards, when you upgrade, those modules are left empty: this app does what they did, so there is nothing else to install.

2 Before you start

This is what you need before installing. The connector is the Odoo part: you contract the Skribble account yourself.

- Your own Skribble company account, in Switzerland or the EU, with API access: a username and an API key. Each company connects its own account and signs with its own Skribble plan.
- To know which region your account is in: Switzerland and rest of the world (api.skribble.com) or Germany and the EU (api.skribble.de).
- Odoo 17, 18, 19 or 20, on Odoo.sh or on your own server, not on Odoo Online. It works on Community and on Enterprise.
- An Odoo administrator: they accept the FlexigoTech Cloud data list and the consent for each Skribble account.

A key whose username starts with api_demo is a demonstration one: Skribble gives no legal value to what is signed with it, and the connector marks it as such. It is useful to test the whole process before moving to the

production key.

What you pay and to whom

- To FlexigoTech: the module, €9 once per Odoo version (on Odoo Apps), and the FlexigoTech Cloud subscription: Standard, €49 per month or €490 per year; Pro, €98 per month or €980 per year. VAT not included.
- To Skribble: your plan and your signatures, under its terms. Skribble invoices your company for signatures made with a production key.
- FlexigoTech does not sell Skribble licences or plans. The subscription pays for our service (the connection, its monitoring and support), not for access to Skribble.

> Which signature level each document needs (simple, advanced or qualified) is a legal question for your business. The connector sends the level you choose; it does not decide for you.

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3 Installation

The module is installed like any third-party Odoo module. An administrator is required.

How to get it

From its page on Odoo Apps (**https://apps.odoo.com/apps/modules/20.0/flexigobe_skribble_connector**) or from the connector's page on flexigotech.com. Choose the Odoo version you use: each version is a separate module.

The module depends on `flexigotech_cloud`, the connection to FlexigoTech Cloud. On Odoo Apps, the module page lists it under "Community Apps Dependencies" and its price is already included; it is also free and has its own page (**https://apps.odoo.com/apps/modules/20.0/flexigotech_cloud**). Put the two folders together in the same modules path and Odoo installs `flexigotech_cloud` at the same time.

On Odoo.sh

1. **Upload the folders to your repository**
   Copy `flexigobe_skribble_connector` and `flexigotech_cloud` into the branch of your project, in your modules folder, and push.
2. **Wait for Odoo.sh to build the branch**
   When it finishes, both modules are in the branch.
3. **Install the app**
   In **Apps**, click **Update Apps List** (with developer mode on), search for "Skribble" and click **Activate**.

On your own server

1. **Copy the folders**
   Leave `flexigobe_skribble_connector` and `flexigotech_cloud` in a folder that is on the `addons_path` of your Odoo.

2 **Restart Odoo**

So that it reads the new modules.

3 **Install the app**

In **Apps**, **Update Apps List**, search for "Skribble" and click **Activate**.

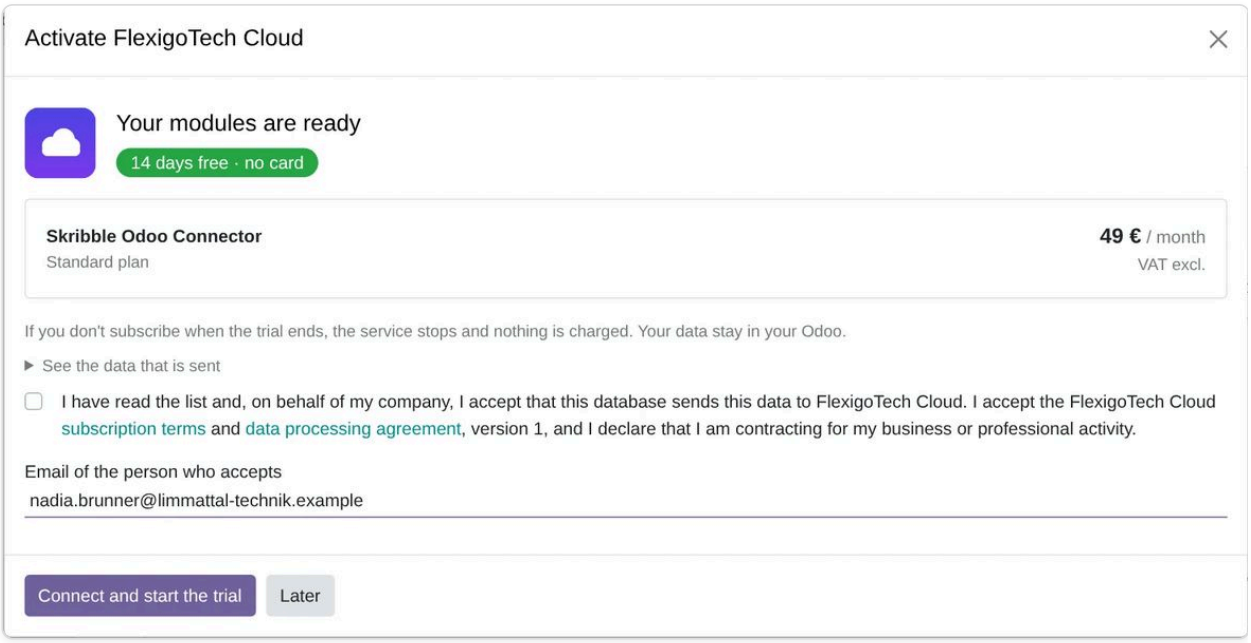
> When installing it, Odoo also installs the apps the module depends on: Discuss. If you already use them, nothing you have changes.

4 Activate FlexigoTech Cloud: the 14-day trial

The Skribble account connects through FlexigoTech Cloud: the username and API key go to the cloud once, encrypted, and the cloud logs in to Skribble with them and passes on each call. Until the database is connected and the module has a trial or subscription, the account does not talk to Skribble.

1 **Click Activate in the top bar**

It appears as soon as you install the module. Open the **Activate FlexigoTech Cloud** window, with the Standard plan and its 14 free days, no card required.



- **Real Odoo 20 screenshot.** The activation window: read the data list, tick the box and enter your email.

2 **Accept and enter your email**

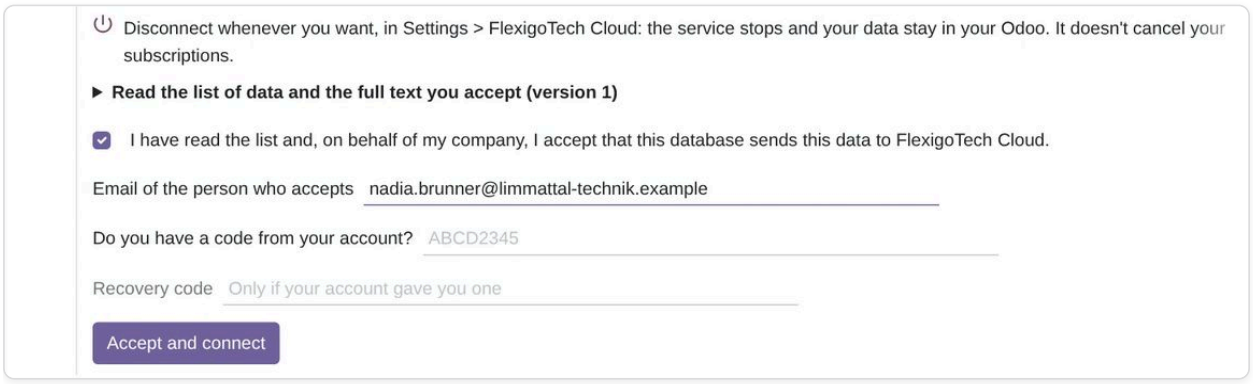
Tick "I have read the list and, on behalf of my company..." (it includes the subscription terms and the data processing agreement) and type the **Email of the person who accepts**.

3 **Click Connect and start the trial**

Odoo registers the database with FlexigoTech Cloud and starts the module's trial. If you want to leave it for later, **Later** closes the window.

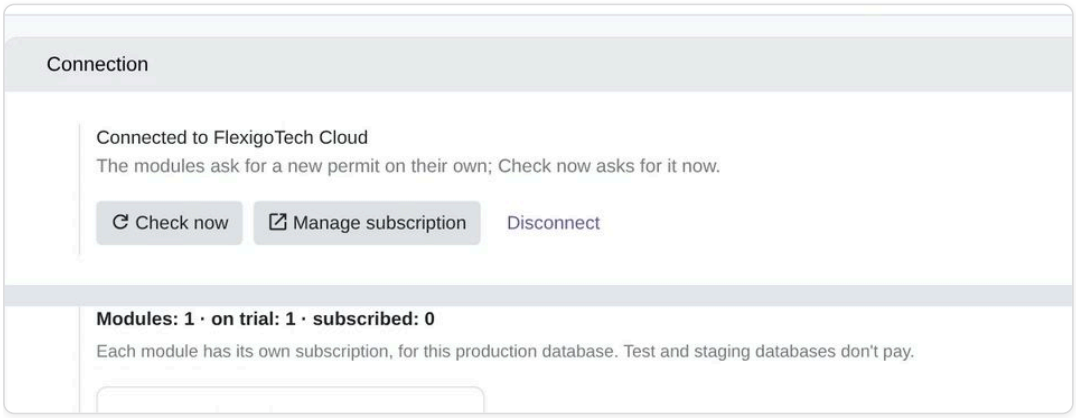
The same, from Settings

In **Settings › FlexigoTech Cloud** is the full list of what the database sends. Tick the box, enter the email and click **Accept and connect**. If you already have an account at app.flexigotech.com, the field **Do you have a code from your account?** links the database to it (the code is valid for 10 minutes).



- **Real Odoo 20 screenshot.** Settings › FlexigoTech Cloud, before connecting: the box ticked, the email and **Accept and connect**.

With the database connected, the **Modules** block shows each module with its status: **On trial** and the date it ends, **Subscribed**, etc. From there you choose the plan (Standard or Pro, monthly or yearly) and click **Subscribe**: payment is made on the Stripe page, outside Odoo.



- **Real Odoo 20 screenshot.** Settings › FlexigoTech Cloud with the database connected and the connector on trial.

PLAN	PRICE	INCLUDES
Standard	49 € per month or 490 € per year	Support response within 1 business day, up to 3 accounts
Pro	98 € per month or 980 € per year	Response within 4 business hours, up to 10 accounts and video call if needed

Prices exclude VAT. If you do not subscribe when the trial ends, the service stops and nothing is charged; your data stays in your Odoo. **Check now** requests permission immediately (otherwise the module renews it by itself every 6 hours).

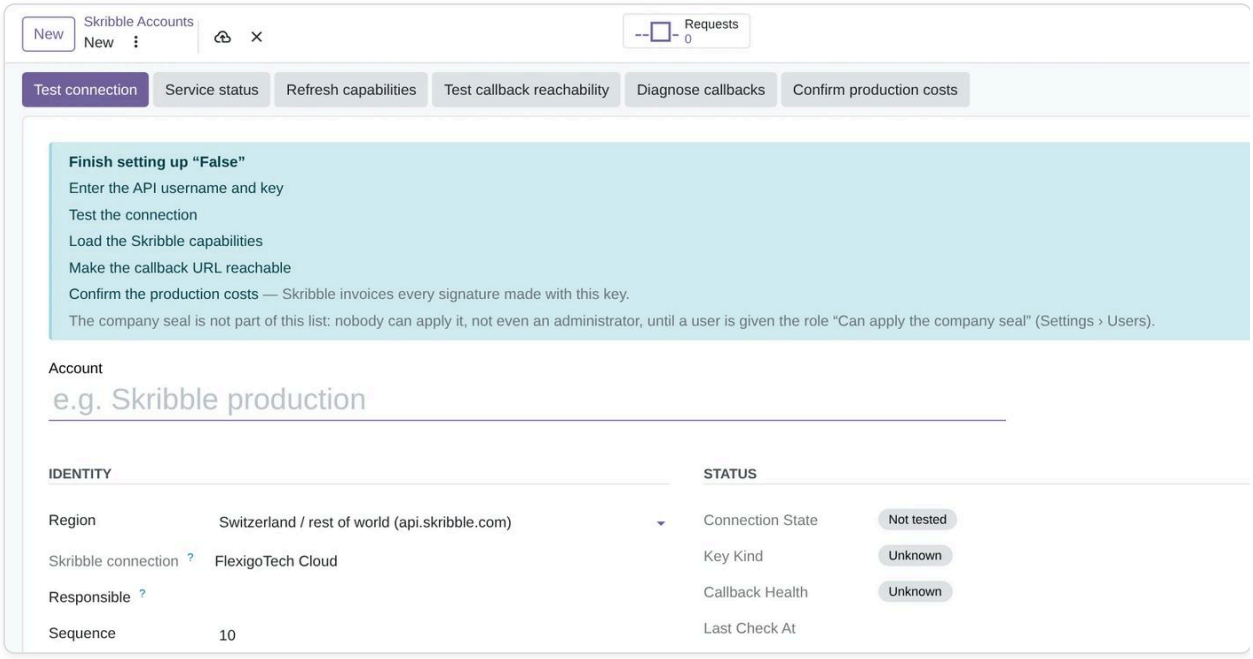
> In a neutralised (staging) copy or in a database with demo data a trial can't be started: Settings says so with "This database is a neutralised copy or has demo data, so trials can't be started here."

5 Connecting your Skribble account

Each Skribble account is a record in **Configuration › Accounts**, inside the Skribble app.

1 Open Accounts and click New

An empty account opens, with its first steps explained above.



- **Real Odoo 20 screenshot.** A new account: the region, the connection through FlexigoTech Cloud and the credentials.

2 Enter the name and the Region

The region is that of your Skribble account: Switzerland and rest of the world (api.skribble.com) or Germany and the EU (api.skribble.de).

3 Accept the passage through the cloud

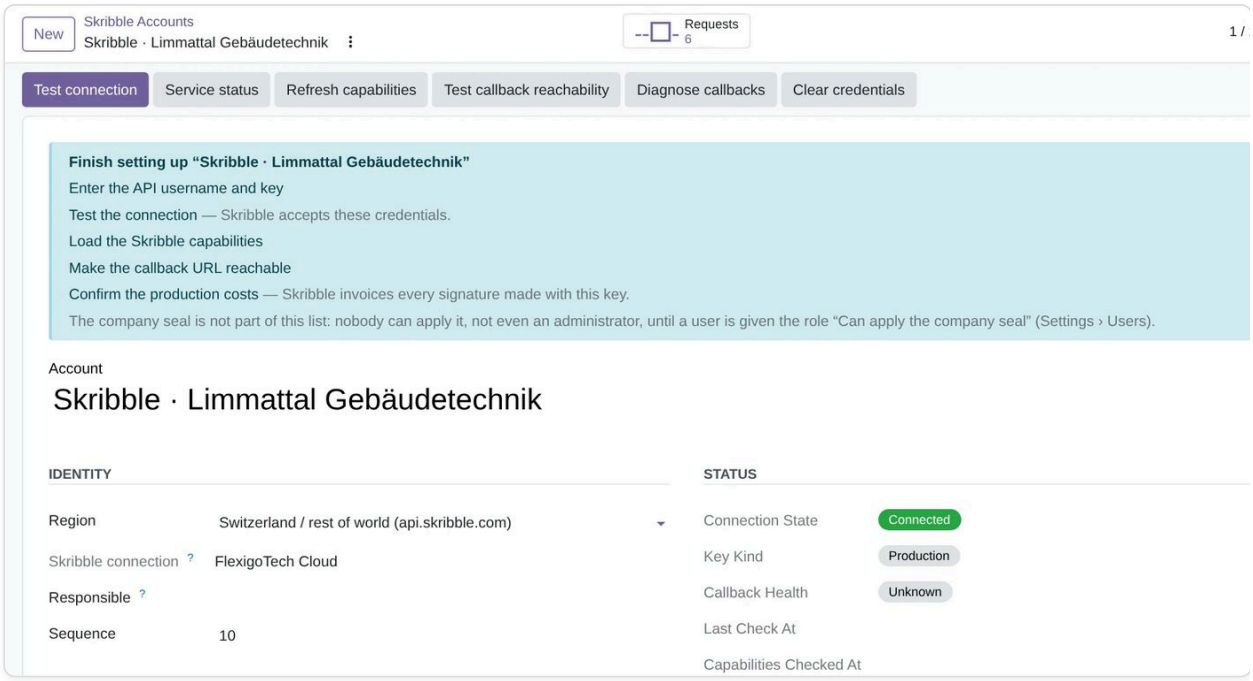
Tick **I accept that my Skribble API username and key and my calls to Skribble go through FlexigoTech Cloud**. Only an administrator can tick it.

4 Enter the API username and the New API key

When saving, both are sent encrypted to FlexigoTech Cloud and **Saved in FlexigoTech Cloud** shows the date. Odoo does not keep the key: it only shows its last four characters.

5 Click Test connection

The cloud logs into Skribble with your credentials and the account becomes connected. With a production key, also click **Confirm production costs**: until then the connector sends nothing Skribble could charge you for.



- **Real Odoo 20 screenshot.** The account connected through FlexigoTech Cloud, with its production key and its requests.

Service status asks Skribble whether its API works, **Refresh capabilities** reads your account's signature levels and seals, and **Diagnose callbacks** checks that Skribble's notices reach your Odoo. **Clear credentials** removes the username and key from the cloud.



- **Real Odoo 20 screenshot.** **Accounts**: each account on its row, with its region, its connection and its open requests.

> A copy of the database (staging, a test) never acts with the production credentials: the account is tied to the database where it was saved, and **Use on this database** changes it to another database on purpose.

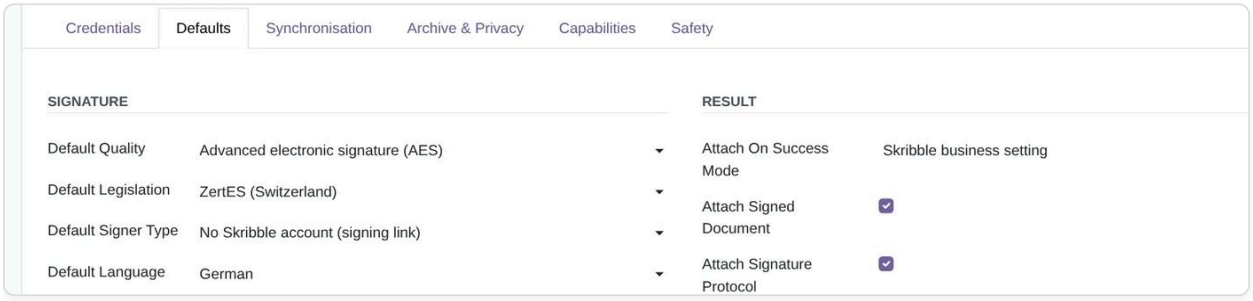
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6 The account options

Below the connection, each account has its options by tabs. This is how they come when you create a new account:

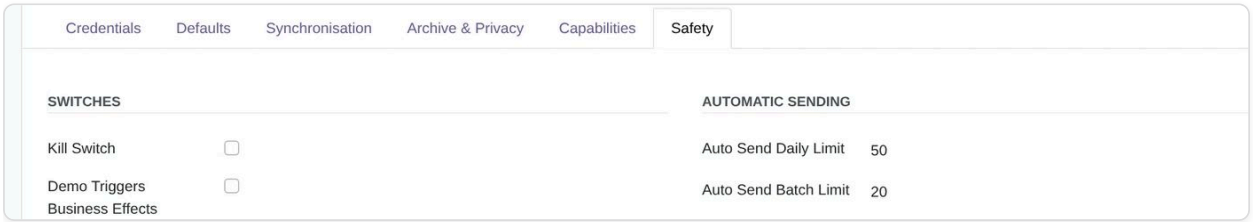
OPTION	BY DEFAULT	WHAT IT DOES
Default Quality	SES	The level proposed by the send dialog; it can be changed on each send.
Default Legislation	Depends on region	ZertES (Switzerland) or eIDAS (EU).
Default Signer Type	**No Skribble account (signing link)**	Whoever has no Skribble account signs from the link they receive.

OPTION	BY DEFAULT	WHAT IT DOES
Default Language	English	The language of Skribble's emails: English, German or French.
Allow Nas Without Tan	Off	If you turn it on, Odoo can deliver the signing link itself.
Use Callbacks	On	Skribble notifies your Odoo of each change.
Poll Interval Minutes	30	How often open requests are checked; without callbacks, every 5.
Auto Remind Days	0, off	After the number of days you set, Skribble reminds anyone who hasn't signed.
Remote Retention Policy	**Keep at Skribble**	Or **Delete at Skribble after archiving**.
Local Retention Years	10	What Odoo keeps for each signed request.
Kill Switch	Off	On, the account makes no calls to Skribble.
Auto Send Daily Limit	50	The most that is sent automatically in one day.



- **Real Odoo 20 screenshot.** The defaults tab: quality, legislation, signer and language.

On the archive tab you choose what Odoo keeps when a request is signed (the signature report in PDF and the evidence file, on by default) and whether a copy of the signed PDF is left on the source document (on by default). **Demo Triggers Business Effects** is off: with a demo key, a signature confirms no quotations and changes nothing outside the request.



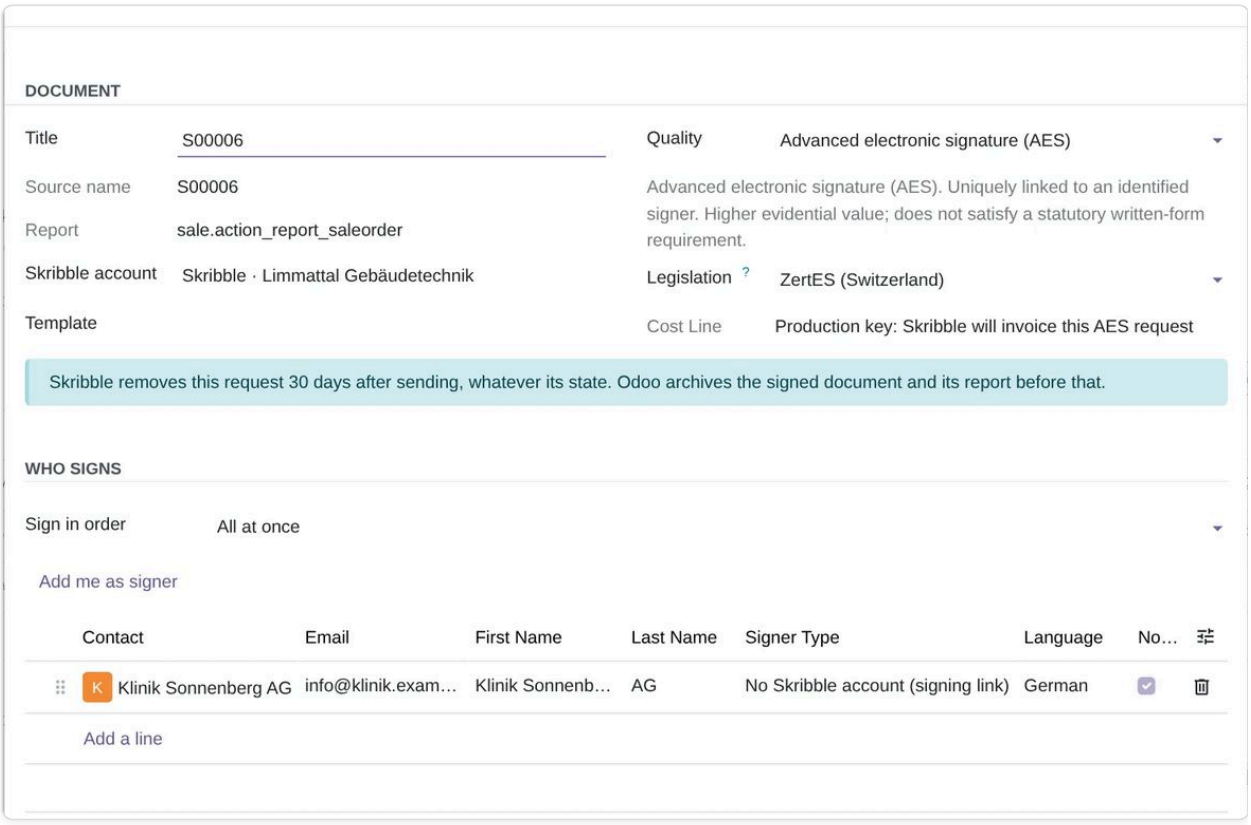
- **Real Odoo 20 screenshot.** The security tab: the kill switch and the automatic sending limits.

7 Sending a document for signature

You send it from the document itself. On a quotation, the **Send for Signature** button is in the header.

1. **Open the quotation and click Send for Signature**

   The send dialogue opens with the quotation PDF, and the customer is already set as the signatory.



- **Real Odoo 20 screenshot.** The send dialogue: the PDF, the signers, the signature quality, the legislation and the order.

2. **Review the signers**

   Add everyone who has to sign, each with their email. Choose whether they all sign at once or in order.

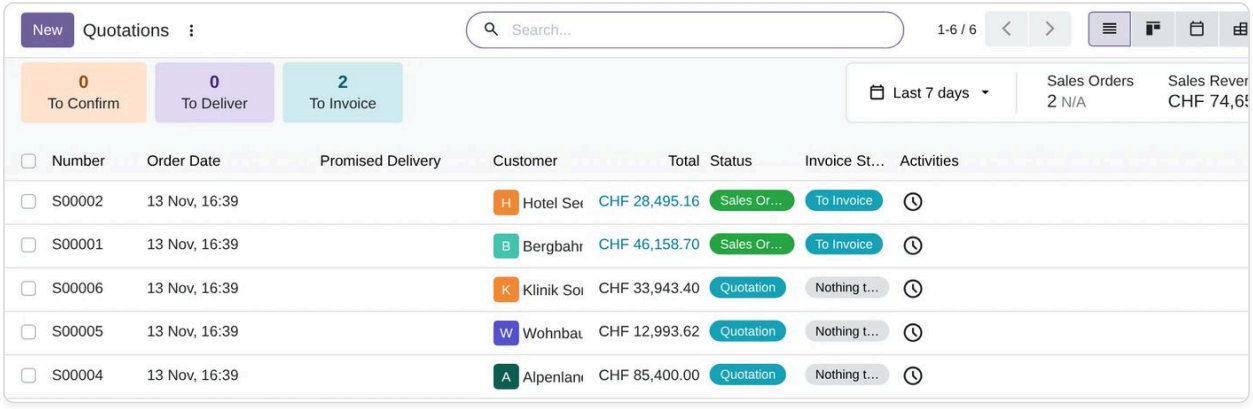
3. **Choose the Quality and the Legislation**

   Simple (SES), advanced (AES) or qualified (QES), under Swiss law (ZertES) or EU law (eIDAS). If something doesn't add up, the dialogue warns you before sending.

4. **Add a Message and send**

   Odoo uploads the PDF to Skribble and creates the request. Skribble emails each signer their invitation.

From then on the quotation shows the **Signatures** button with its requests, and the quotations list has the signature column and the filters **Awaiting Skribble signature**, **Signed with Skribble** and **Skribble needs attention**.

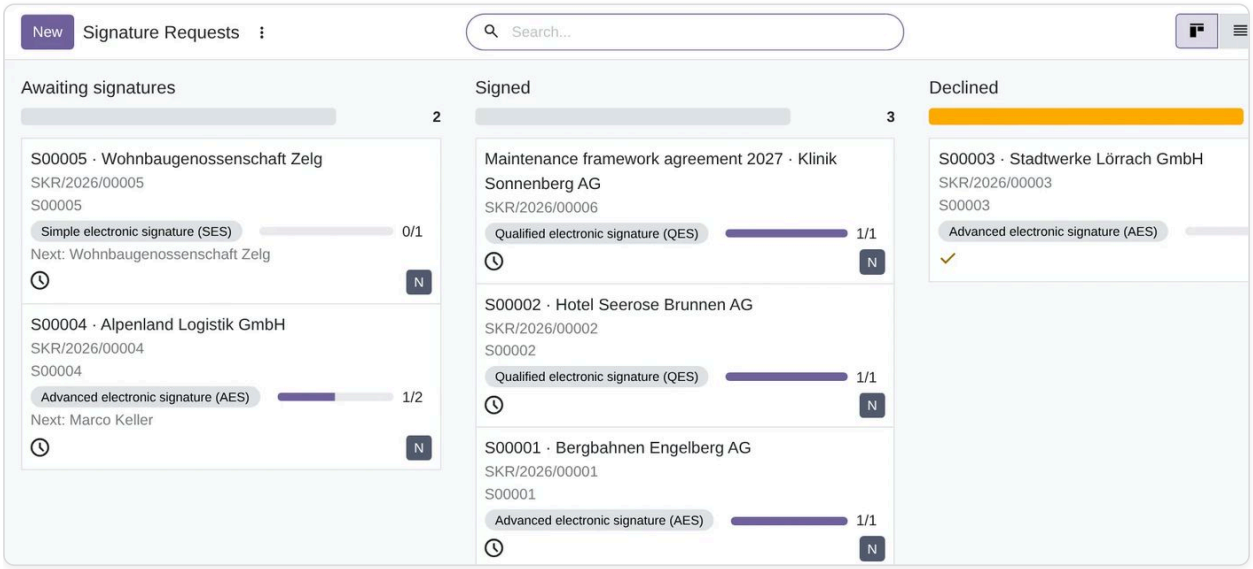


- **Real Odoo 20 screenshot.** Quotations: the one that was signed is now a sales order; the others wait for their signature.

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8 Following a request

Each send is a signature request, with its status and that of each signer.



- **Real Odoo 20 screenshot.** **All Requests**: signed, awaiting, declined and partly signed.

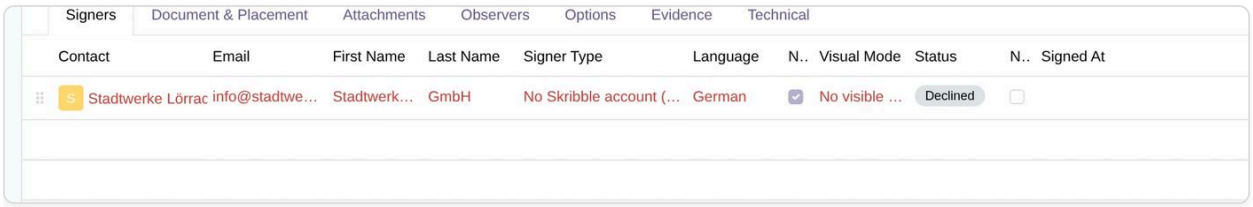
Draft	Prepared in Odoo and not yet sent.
Awaiting signatures	At Skribble: at least one signature is still missing.
Signed – archiving	Everyone has signed and Odoo is saving the signed PDF and its evidence.
Signed	Signed and archived in Odoo.
Declined	A signer declined it; their message stays on the request.
Withdrawn	You withdrew it before everyone had signed.



- **Real Odoo 20 screenshot.** A partly signed request: the customer has already signed and the company director has yet to sign.

The **Signers** tab shows each one's **Status**, their **Signing order**, when they signed and the **Signed Quality**. From the open request you can **Remind signers**, change a signer, **Withdraw** the request or withdraw it and send a new version.

Skribble's notifications (callbacks) reach your Odoo directly, but they never change anything on their own: Odoo reads the request again from Skribble with its own credentials. If a notification doesn't arrive, the scheduled task checks it anyway. **Refresh** reads it immediately.

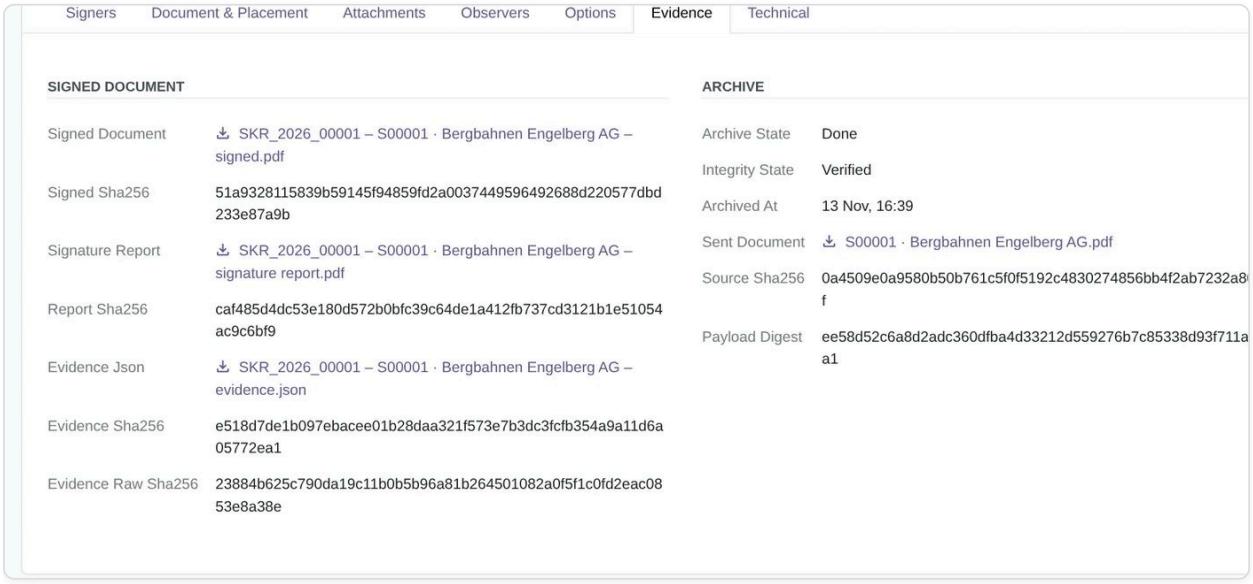


- **Real Odoo 20 screenshot.** A declined request, with the message the signer left.

9 When everyone signs: the PDF and the evidence

When the last person signs, Odoo archives the result before Skribble deletes the request.

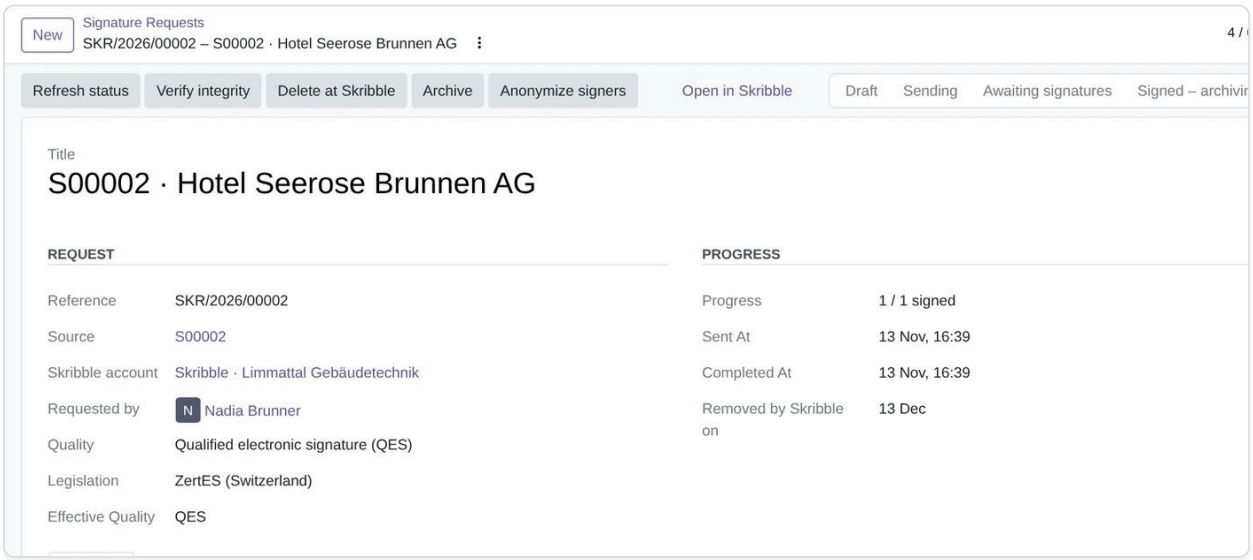
- The **Signed Document**: the PDF with all the signatures.
- The **Signature Report** from Skribble, in PDF.
- Skribble's evidence file.
- The SHA-256 fingerprint of each, in the request's history.



- **Real Odoo 20 screenshot.** The evidence tab of a signed request, with its integrity check.

Nobody can change those files. **Verify integrity** recalculates the fingerprints and compares them with the saved ones. The **Effective Quality** is the one Skribble accepts at the end, which may not be the one requested.

A copy of the signed PDF is also left on the source document (the quotation, the invoice, the contract), with a note in its history.



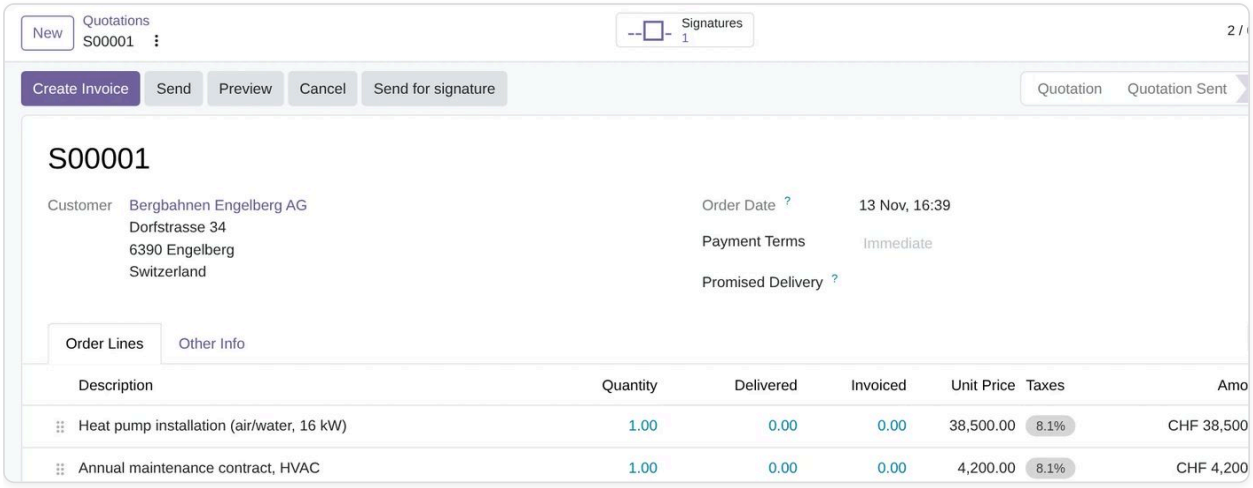
- **Real Odoo 20 screenshot.** A request signed with qualified signature (QES) under ZertES.

10 In Sales

In the Sales settings you choose what the customer's signature does to the quotation.
Out of the box:

Only when someone asks for it	By default. The quotation is sent with the button and the signature does not change its status.
Customer signature via Skribble confirms the quotation	When signed, the quotation becomes a sales order. If it changed after being sent, it is not confirmed: an activity asks the salesperson to review it.
Send the confirmed order for signature	When the order is confirmed, its signature request is prepared and sent automatically.

Company signs too adds someone from your company alongside the customer (the order's salesperson or a fixed user), and **Company signs first** puts them ahead. Once the quotation is signed, its Odoo fields "signed by" and "signed on" are filled with what Skribble reports. A payment alone does not confirm a quotation that had to be signed.



- **Real Odoo 20 screenshot.** A quotation signed with Skribble and confirmed: the Signatures button and its history.

> Everything automatic is off by default. It is switched on per document type and respects the account's daily limit.

11 In Invoicing, Purchases, Inventory, Project and Employees

The same **Send for Signature** button appears in each installed app, with its own behaviour:

Invoicing	Invoices, credit notes and vendor bills (never journal entries). The invoice's customer signs. Once signed, the invoice gets a note and a copy of the signed PDF; the posted invoice is not touched.
Purchases	The supplier signs the purchase order. Once signed, the order records when and by whom, and the buyer receives an activity.
Inventory	On customer deliveries, the delivery contact signs the delivery slip, and the delivery records the date of acknowledgement.
Project	The task's customer signs the latest attached PDF; the task records the acceptance date. There is no automatic sending here: a person always decides.
Employees	The latest PDF of the current contract: the employee signs first and then the HR manager. These requests are only visible to HR managers.

In Invoicing, Purchases and Inventory, automatic sending can be switched on (posted invoices, approved purchase orders, validated deliveries). It is off by default.

12 Your customers' portal

With the Odoo portal, your customers also see what they have awaiting signature.

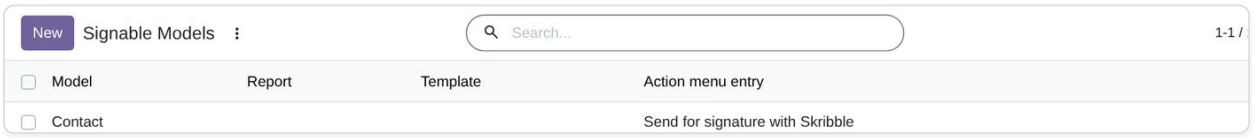
- A button to sign with Skribble on the quotation and invoice page, visible only to the customer (**Show the signature button in the portal**).
- A list of their open signatures, with a counter on the portal home page.
- The signature button is only offered to whoever has to sign, and a request reserved for a group is only visible to its signer.

Skip orders already signed in the portal prevents sending to Skribble an order the customer already signed with Odoo's own portal signature.

13 Any other document and the templates

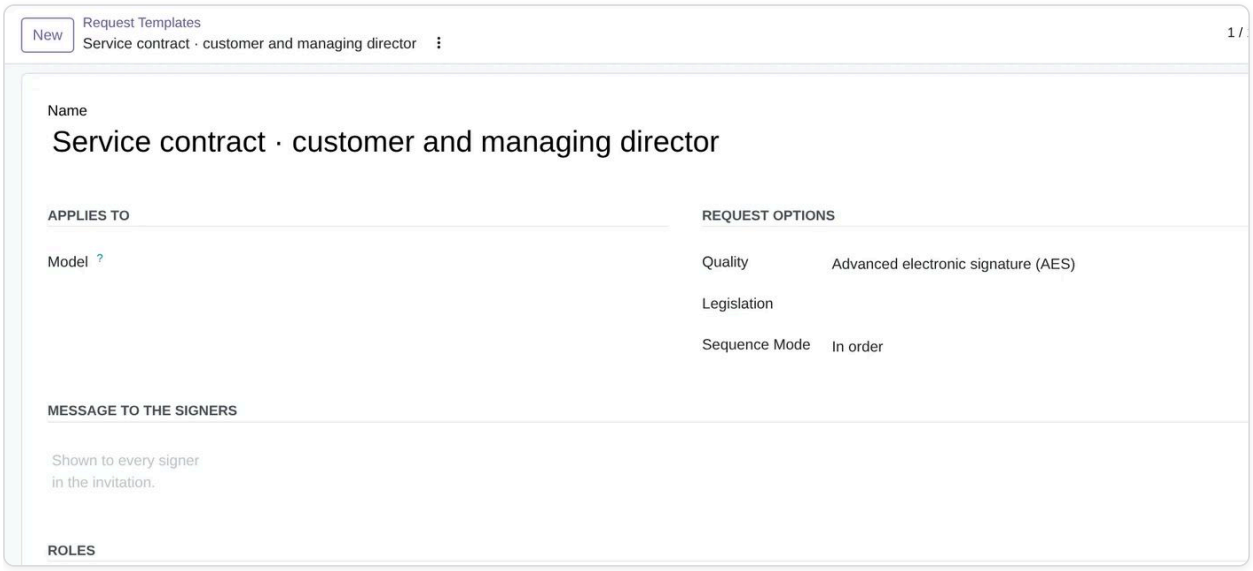
Anything outside those apps can also be sent for signature.

In **Configuration › Signable Models** you choose an Odoo model (for example, contacts) and which field supplies the signer. That model gains **Send for Signature** in its **Action** menu.



- **Real Odoo 20 screenshot.** **Signable Models**: contacts, ready to send for signature from their Action menu.

A **Request template** stores who signs and in what order: the record's contact, the user sending, or a fixed contact (your director, for example), with the signature quality and the message. When sending, the template fills in the signers and leaves the account's options in place.

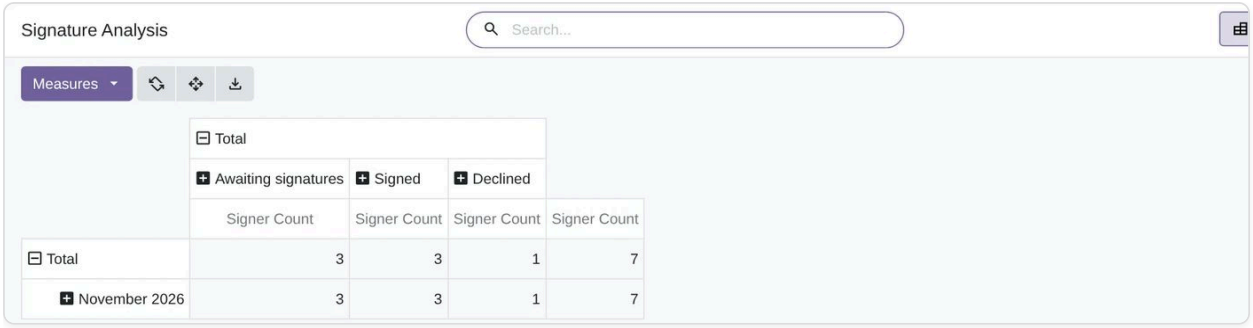


- **Real Odoo 20 screenshot.** A template: the customer signs first and the director afterwards.

14 More from your Skribble account

The connector also carries whatever your Skribble account has enabled.

Send-To Links	For those who sign from their own Skribble account: Odoo tracks them every hour.
Company Seal	Your organisation's electronic seal: signing as the company, not as a person.
Skribble Usage	Your account's signing activity, imported daily.
Import from Skribble	Brings into Odoo the requests created outside Odoo.



- **Real Odoo 20 screenshot.** **Signature Analysis**: requests by status, quality and account.

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15 What runs on its own

These are the connector's scheduled tasks, each with its frequency as installed.

TASK	FREQUENCY	WHAT IT DOES
Skribble: Synchronise signature requests	5 minutes	Reviews the open requests that need checking.
Skribble: Process callbacks	5 minutes	Reads from Skribble what the callbacks reported.
Skribble: Archive finished requests	15 minutes	Stores the signed PDF and the evidence in Odoo.
Skribble: Send automatic reminders	1 day	Reminds those who have not signed, if you switched it on.
Skribble: Track Send-To links	1 hour	Updates the Send-To links.
Skribble: Import signature activities	1 day	Brings in the usage of your Skribble account.
Skribble: Housekeeping and retention	1 day	Deletes what has passed its retention period.

The frequencies are changed in **Settings › Technical › Scheduled Actions**, with developer mode enabled.

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16 Privacy and retention

What is stored, for how long and who can see it.

- In Skribble, the request is kept unless you choose to delete it once it has been archived in Odoo.
- In Odoo, signed documents are kept for 10 years; the API log, for 30 days; callback events, for 90; usage activities, for 400.
- The signers of a request can be anonymised, and the evidence can be purged with its wizard, which records what it deletes.
- Four user groups: their own requests, all requests, administrator and company seal; each company sees only its own.

No screen shows the API key, only its last four characters, and it is not held in Odoo: it is encrypted in FlexigoTech Cloud.

17 If something fails

What usually happens and where to look.

No test or subscription	The account is paused: nothing is sent to Skribble and nothing is deleted. It resumes on its own when you renew.
Skribble rejects the user or key	The account says why. Enter the new key and click **Test connection**.
Costs not confirmed	With a production key, click **Confirm production costs** on the account.
A request that does not progress	**Needs Attention** gathers those that need a decision, with an activity for their owner.
Callbacks do not arrive	**Diagnose callbacks**, on the account. Meanwhile, polling runs every 5 minutes.
What Skribble replied	**Technical › API Log** and **Callback Events** store every call and every notification.



- **Real Odoo 20 screenshot. Needs Attention**: what is waiting for a decision from you.

The account's **Kill Switch** stops all its calls to Skribble immediately, without deleting anything.

18 Support

Get in touch to install it, configure it or with any question. On the Standard plan we reply within 1 business day; on the Pro plan, within 4 business hours, and if needed we can go through it on a video call. Tell us your Odoo version, the module version and, if there is an error, its full text.

Email

To install it, set it up or for any question.
comercial@flexigotech.com

On the web

The connector page, with the guide and the prices.
flexigotech.com/en/skribble-connector-odoo.html

On Odoo Apps

The module page on the Odoo store.
apps.odoo.com

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