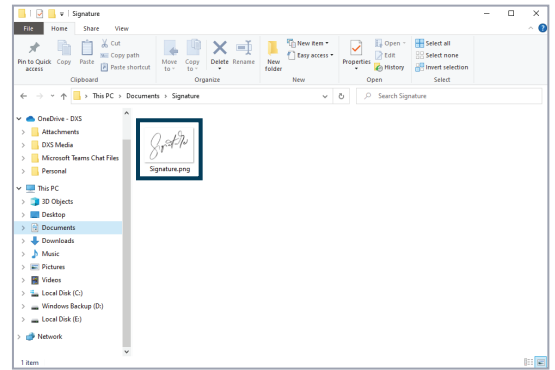


Quick Start Guide Signature Setup



1

Upload an image of your signature onto your PC and save it in a chosen location.

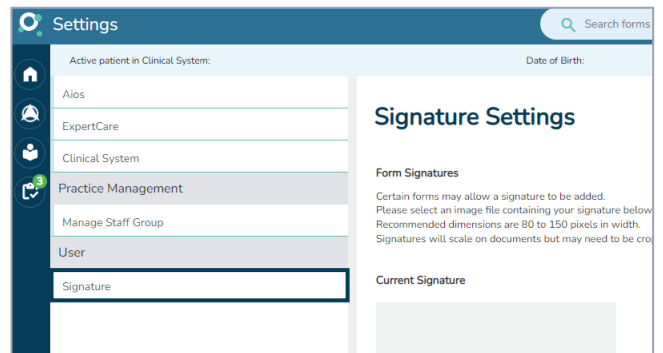


Navigate to the 'Settings' section by clicking on the 'Settings' button.

2

3

Under 'User' settings, select 'Signature'.



Signature Settings

Form Signatures
Certain forms may allow a signature to be added.
Please select an image file containing your signature below for it to be used on these forms.
Recommended dimensions are 80 to 150 pixels in width.
Signatures will scale on documents but may need to be cropped to within 200x200 pixels.

Current Signature

No Signature Uploaded

Upload New Signature

Remove

Upload the signature image from the saved location on your PC.

4

5

When uploaded, the signature will be displayed under 'Current Signature'.

