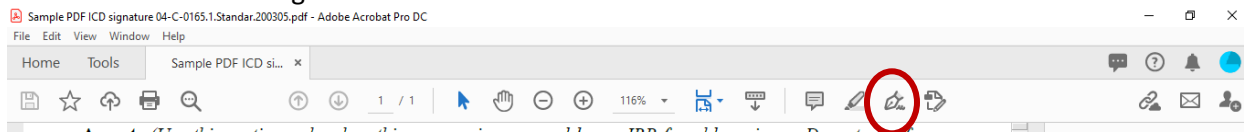# Guidelines for Adobe Signature Function
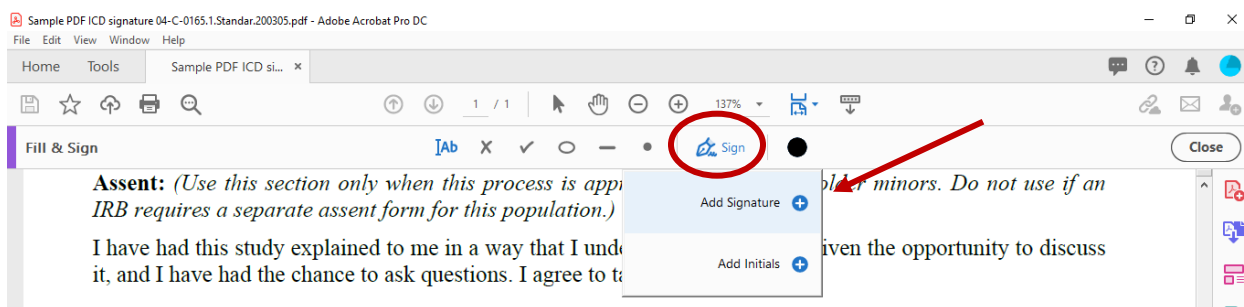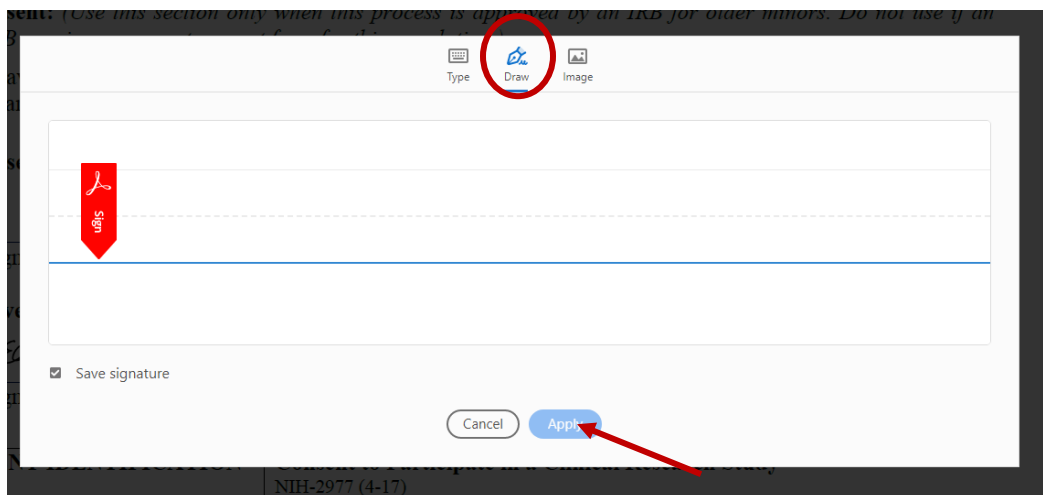
1. Document must be in PDF form.

2. Sign the PDF document using mouse, stylist or touchscreen as follows:
    a. Open PDF document in Adobe Acrobat PRO
    b. Click the Sign icon in the toolbar.

    c. Click the **Sign** icon in the toolbar, and then choose to add your signature. A signature block will open.
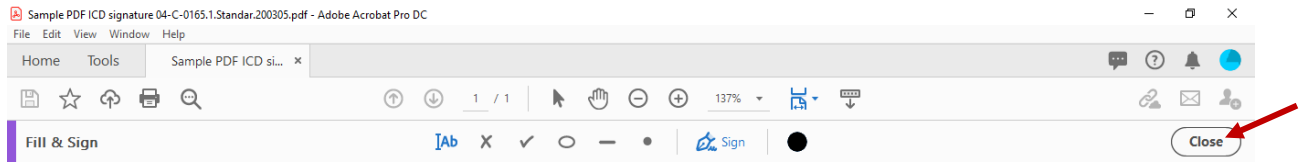

    d. Click **Draw** from the top menu. **Do not** select "type" or "image" as those are not acceptable for digitalized signature for informed consent.

    e. Using the mouse, provide your signature.
    f. Click **Apply,** and then click at the place in the PDF where you want to place the signature

g. Repeat steps ii – v to add date.
h. Close the **Fill & Sign** feature and save the document.

Sample of signed consent

Investigator:

Elizabeth Ness	Elizabeth Ness	04/10/2020
Signature of Investigator	Print Name of Investigator	Date