

# Set up and Manage your Signature

Adobe Sign allows for several different methods of how you would like your signature to appear when it is applied to a document.

- If you prefer to use the default Adobe Sign signature text font, there is no need to pre-define your signature file
- You can draw your signature with your mouse or stylus
- You can upload an image of your signature file

## Create a new signature

1. Mouse over your name in the upper-right corner of the window
  - a. Select the **My Profile** option
2. Click the **Create** button
3. The signature panel is exposed, allowing you to enter your signature. There are two options:
  - a. **Draw** - You are asked to use a finger or stylus to physically draw your signature in the signature space.
    - i. If you are on a device that isn't touch enabled (like a desktop system), you can select the **Mobile** option, which will ask for a phone number to a touch enabled device. A link will be sent to that number, allowing you to draw your signature there, and import it to your user profile
  - b. **Image** - Upload an image of your signature. You are prompted to select a file from your local system
4. When you have a signature you like, click Apply
  - a. Note: An Image signature will have the size adjusted to fit the signature field size on each document.
    - i. Minimal recommended size: 60 pixels tall and up to 600 pixels wide.
    - ii. Supported formats: PNG, JPG, GIF, BMP.
5. Follow the same process to save your initials

