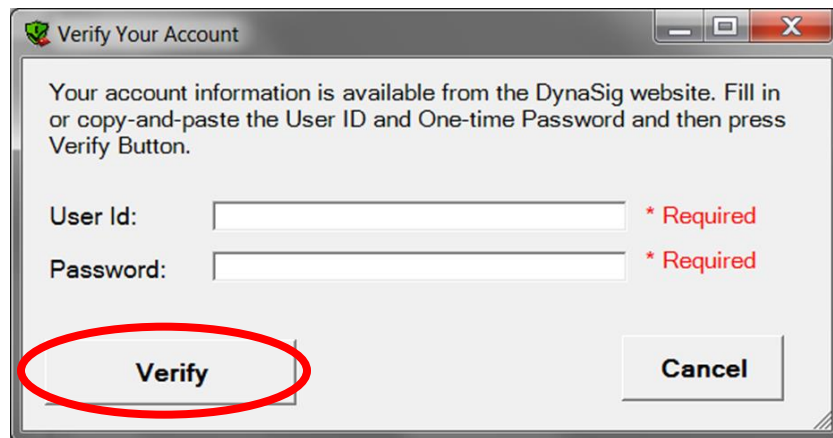


## DynaSig® PDF Sign - User Guide

### Getting Started:

- Click the **PDF Sign** button from the **desktop** to start the program.
- **Add New User:** you must first register a new user before using this program. Select **Users > Add New User** from the Menu. Enter the User ID and Password and then click **“Verify”** to check the availability



Verify Your Account

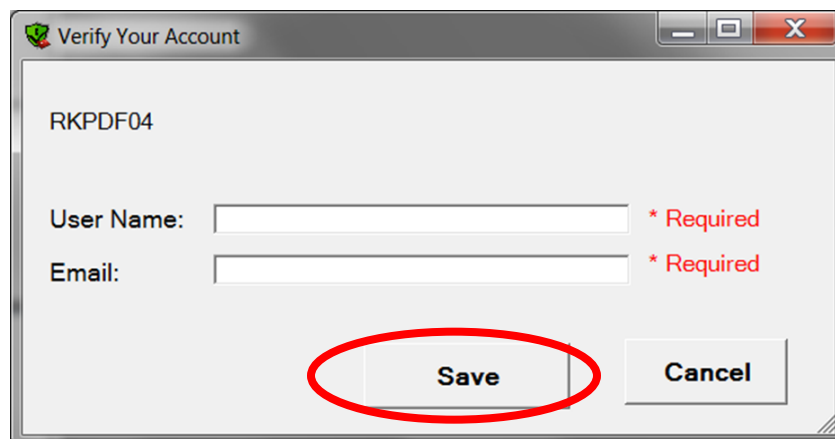
Your account information is available from the DynaSig website. Fill in or copy-and-paste the User ID and One-time Password and then press Verify Button.

User Id:  \* Required

Password:  \* Required

**Verify** Cancel

If the account is verified, then enter User Name and Email, then click **“Save”** button to proceed to the next step.



Verify Your Account

RKPDF04

User Name:  \* Required

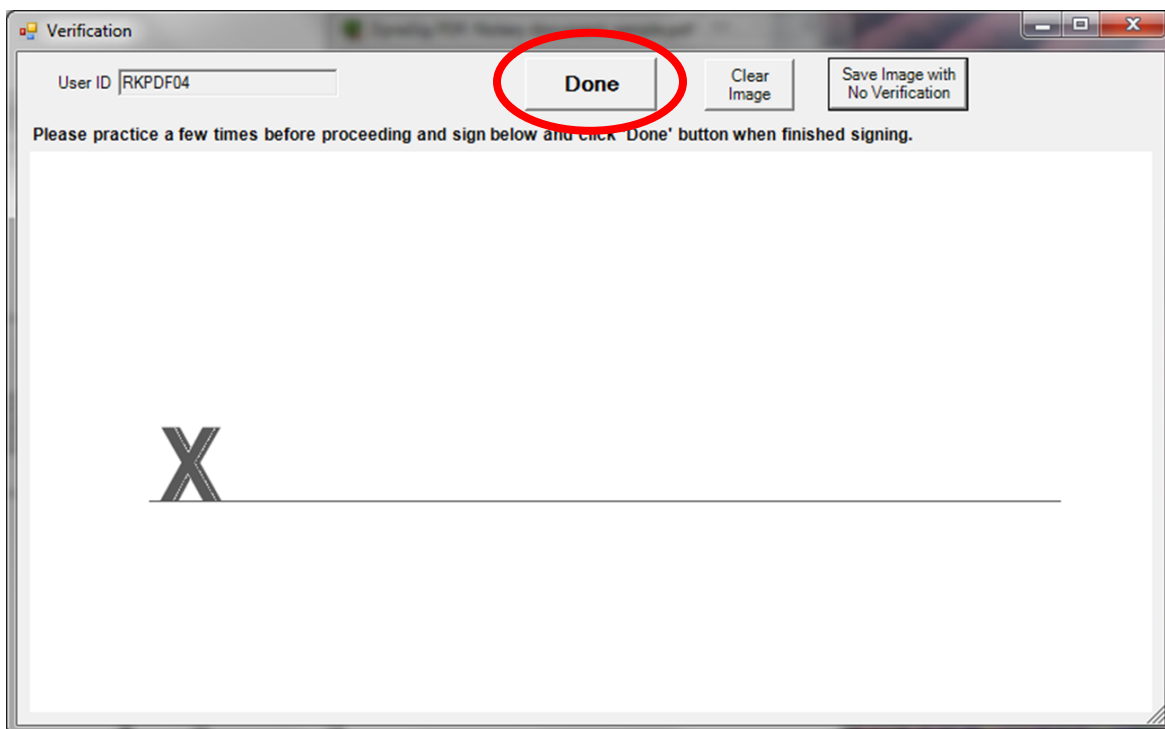
Email:  \* Required

**Save** Cancel

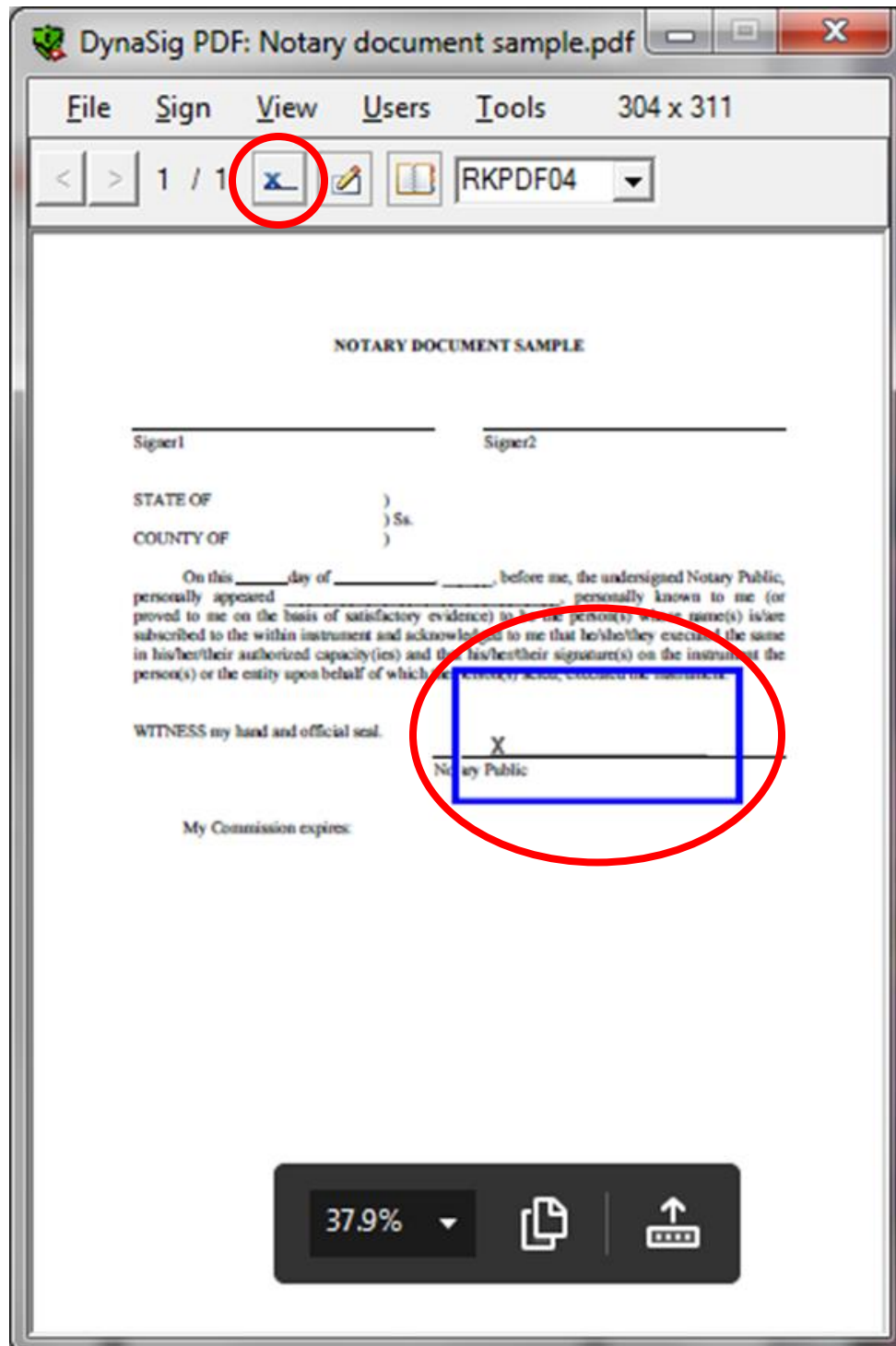
- **Register and Verify your signature:** Write/draw your signature using a mouse, graphics tablet and/or your finger on screen. You may use your name signature or any other password/phrase or even a drawing.

We recommend that you practice a few times before proceeding (use “**Clear Image**” button to erase any practice tries).

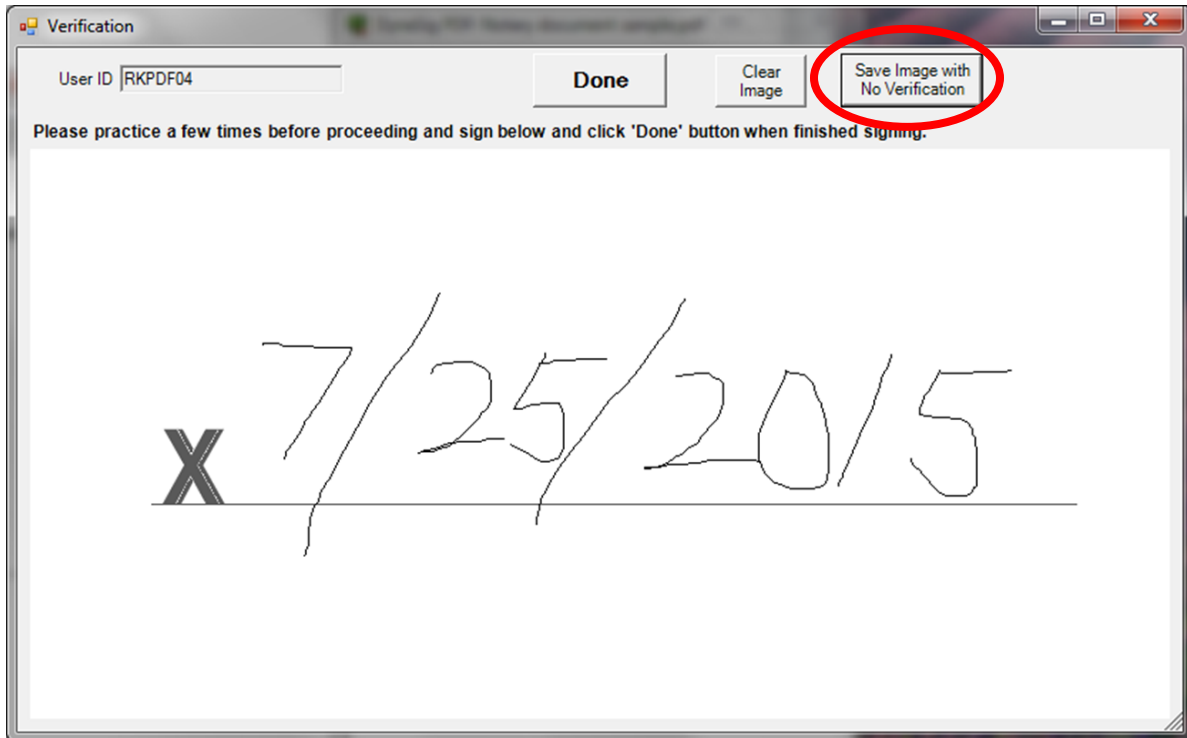
When satisfied with your signature, then click “**Done**” button. You will be required to write the matching signature before completing the registration.



- Open any PDF file by selecting from menu: **File > Open**. Select **Signature > Sign Box** from the Menu or click the “**Sign Box**” button to see the Box, and then drag the Box to the location where you wish to sign. After the Box placement, press the “**Sign**” button to start signing. Make sure to save the file after signing.



- If you wish to add any annotations or notes (such as a date), then select the Sign Box location where you wish to annotate. Click **“Save Image with No Verification”** button to save the annotation without signature verification:



- You may view the signed document using any PDF viewer:

