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## PDF Training: How to Add an E-signature Block

- 1. Open the PDF document with Adobe Acrobat.
- 2. Select All Tools at the top left of the screen.
- 3. Select Prepare a Form.
- 4. Select E-signature Field.
- 5. Place the e-signature block on the form.
- 6. Exit out of the Prepare a Form menu panel.
- 7. Then save the document.



