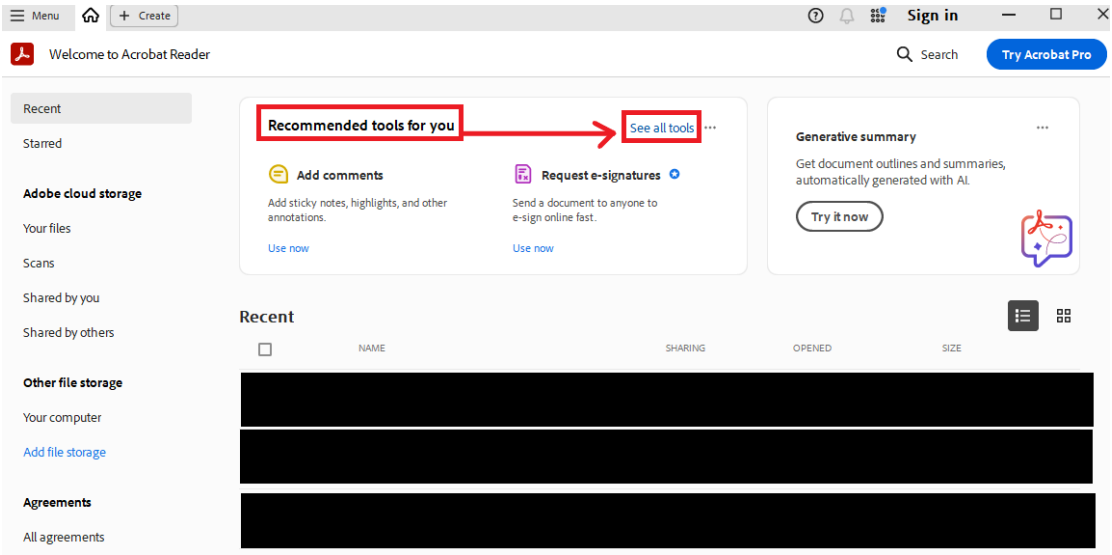
FLORIDA ATLANTIC UNIVERSITY
Charles E. Schmidt College of Medicine

Adobe Acrobat: Using your Certified Digital Signature

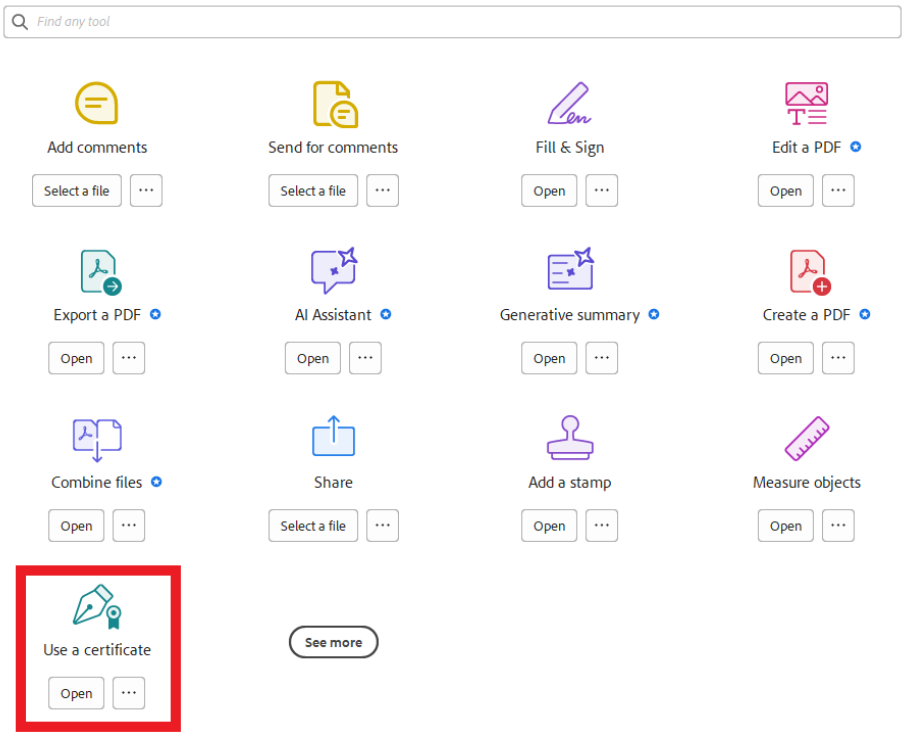
Luis Norda - 2024-12-12 - Classroom/Conference Room Technology

1. Open **Adobe Acrobat**

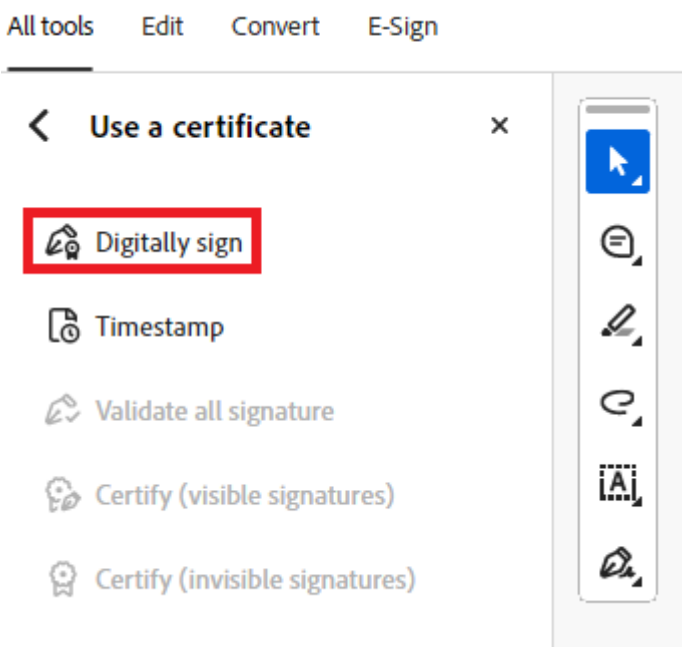
1. Within the **Recommended tools for you**, select **See all tools**:



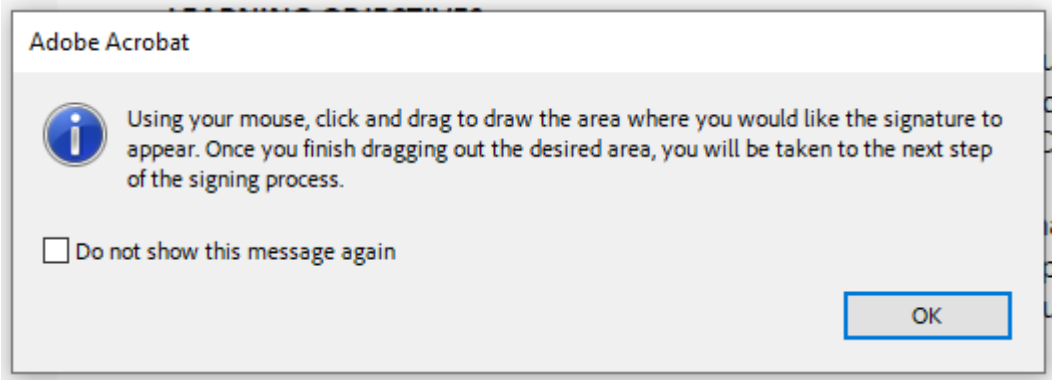
1. Within **Use a certificate**, select **Open**:



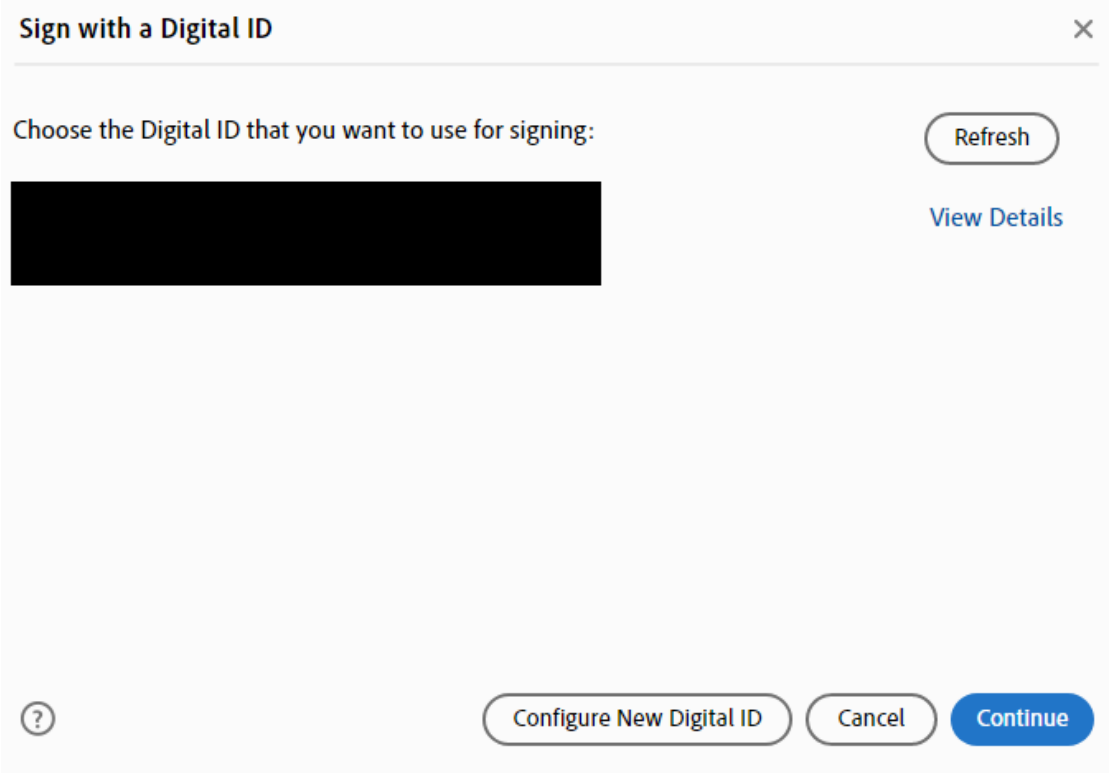
1. Select the file you want to sign, select **Digitally sign**:



1. Follow the instructions to select the area you want the signature to be:

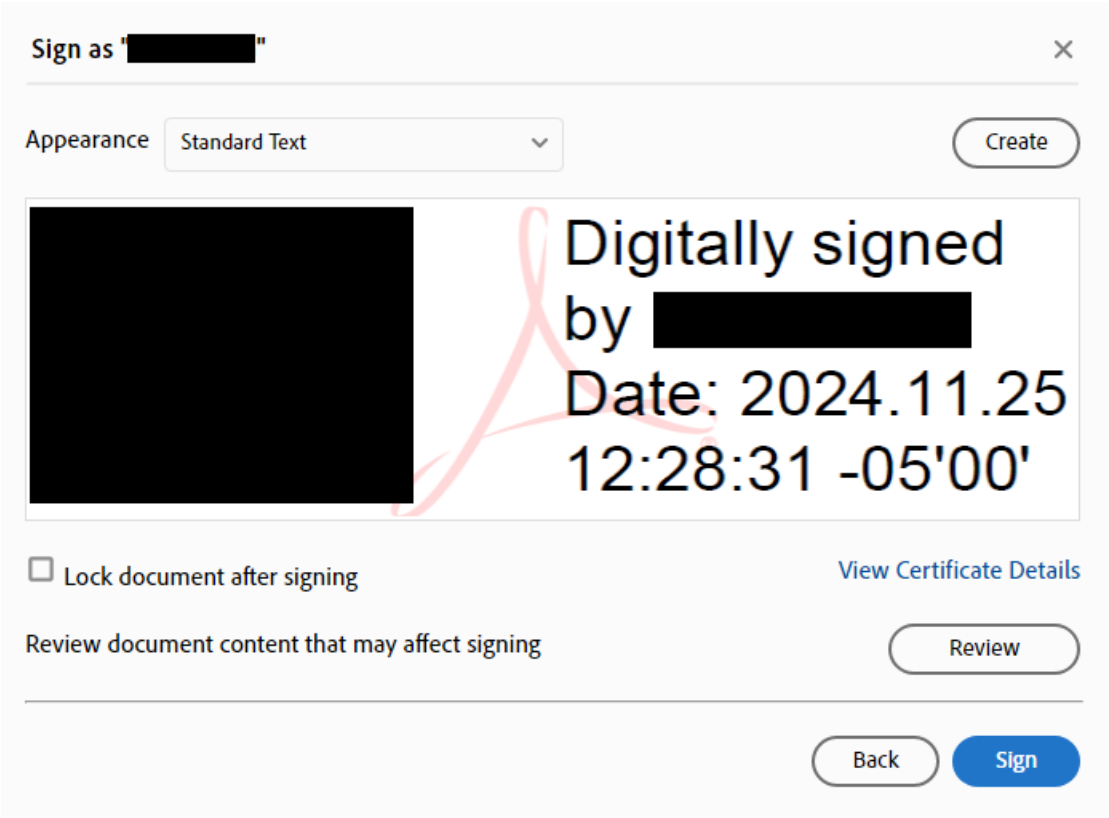


1. Select the signature you would like to apply and press continue:



1. Review your signature and select sign:

- Note: **DO NOT SELECT** “LOCK DOCUMENT AFTER SIGNING” as that will prevent others from signing it



1. Save the file under a new name