

# Make All Your Legal Processes 100% Digital.

Use the simple, intuitive solution from Adobe to automate the generation, approval and signature of legal documents—no coding required.

In an effort to drive organizational efficiency, legal departments are looking to automate processes. Yet efficiency isn't the only goal. They also have to safeguard quality and meet strict compliance requirements. Many companies are hesitant to adopt digital solutions because they fear these projects will be expensive and turn into lengthy development efforts.

The [Adobe Sign](#) solution gives you the power to quickly deploy a self-serve web application that automates the generation, routing, execution and archiving of legal documents, all without needing to rely on IT. Automate common processes such as NDA execution, conflict of interest resolutions, software licensing approvals and trademark infringement review.

## Transform your legal processes.

Adobe Sign combines easy-to-use visual design tools with powerful workflow automation and integrated [electronic signatures](#). The result is an unparalleled business-friendly tool for creating standalone, end-to-end [business workflows](#).

With Adobe's solution, you can transform your most manual and repetitive legal processes into a self-serve, friction-free workflow that accelerates business cycle time.

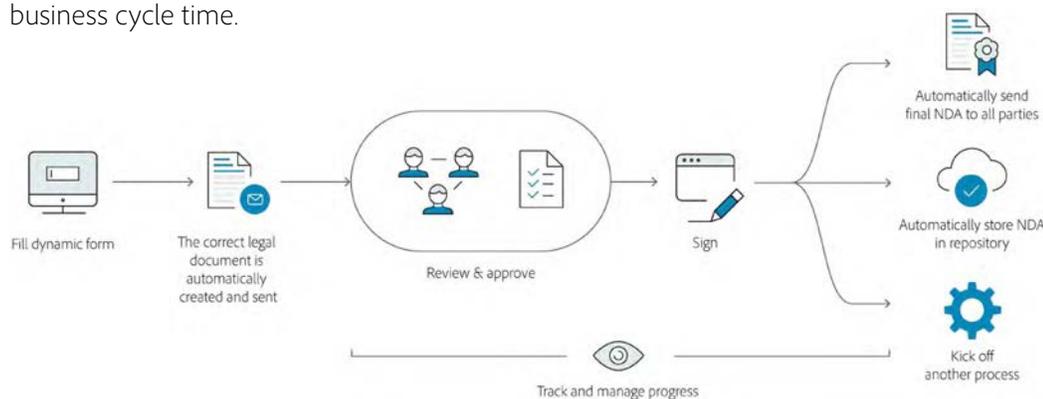
### The legal automation solution from Adobe includes:

- Adobe Sign
- Advanced Workflows for Adobe Sign
- Document forms and workflow templates

*"Adobe Sign works in line with our culture of innovation. We didn't expect such a rapid rollout and adoption rate. The implementation was an immediate success, and it exposed the easy-to-use solution across the organization, leading to new ideas to further streamline other contracting processes."*

### CONNIE BRENTON

Director of operations and chief of staff, legal department  
NetApp



Employees use a self-service portal to find the right legal documents. The system then automatically routes the document for approval, signature and secure storage.

## Help your users help themselves.

With Adobe Sign, end-users can easily initiate and complete tedious legal processes—freeing up their valuable time to build customer or partner relationships. By simply clicking on a link and filling out a web form, the user kicks off the process. Behind the scenes, this data is used to automatically select the right legal form, and then prefill it with the signer’s email, company name, address and so on. When the form is completed the document is generated and automatically routed for electronic approval, signature and archiving.

*“By giving ... self-service access to pre-approved NDAs through Adobe Sign, agreements are completed and processed significantly faster.”*

### **CONNIE BRENTON**

Director of operations and  
chief of staff, legal department  
NetApp

The screenshot shows a web-based form for initiating a Nondisclosure Agreement (NDA). The form is titled "Nondisclosure agreement" and includes a brief instruction: "Complete the form below to select the right NDA form for your business region and send it to the right people. Once you submit the form, it will be routed for signature automatically. You can track this request through the Workflow Dashboard or by viewing the various alerts sent out by the application." The form fields include: "Date" (12/22/2015), "Geography" (dropdown menu), "Country" (dropdown menu), "Language Preference" (dropdown menu), "Your Name" (text input), "Company" (text input labeled "Company name"), "Signer 1 Name" (text input labeled "The signer's name"), and "Signer 1 Email" (text input labeled "The signer's name"). A "Submit" button is located at the bottom right of the form. On the right side of the interface, there is a sidebar with a status bar showing "Status: Instant NDA Initiation" and two tabs: "Summary" and "Comments".

An easy-to-use interface speeds and simplifies the user's experience.

## Dive right in and create powerful business flows.

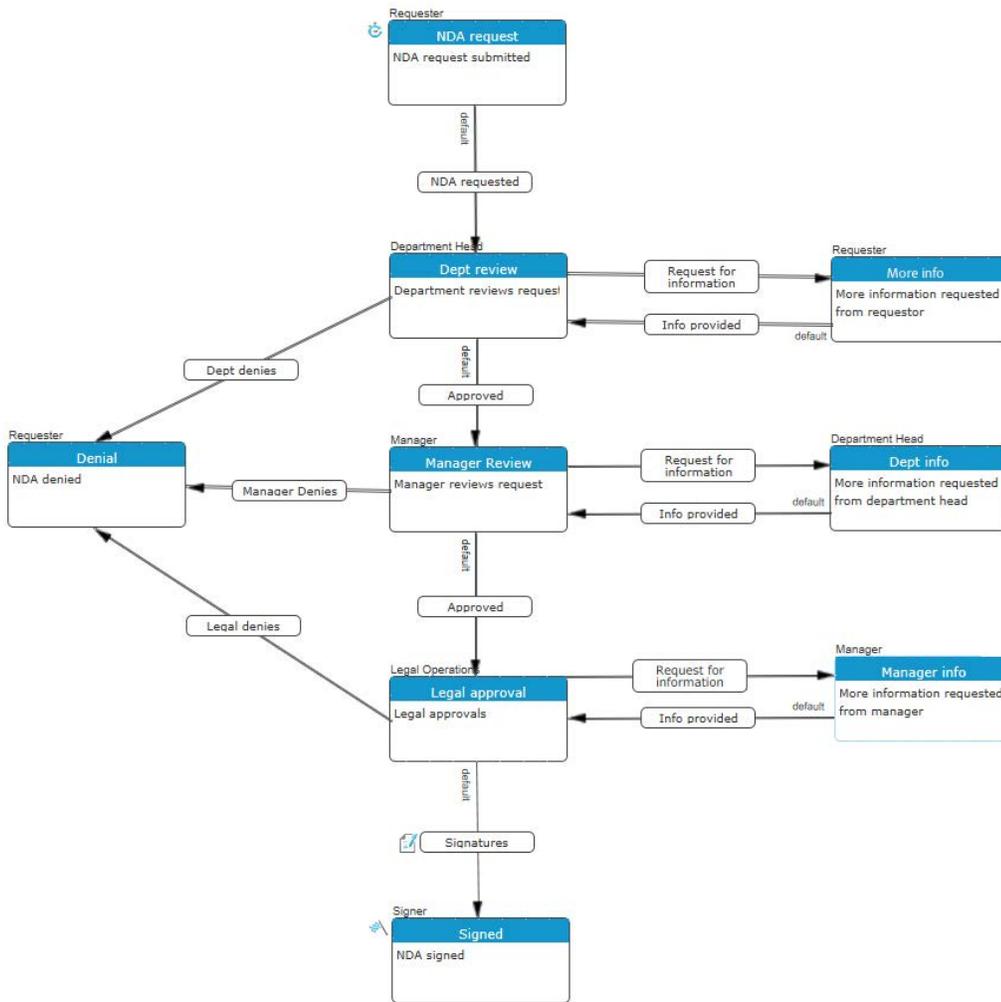
There's no need for a lengthy or expensive development project—your new processes can get up and running with lightning speed. An intuitive drag-and-drop experience gives legal operations and business analysts the power to adapt prebuilt workflow templates or build workflows based on complex business logic. For example, you can route a simple or instant NDA for auto-approval but a complex NDA to your legal counsel for review.

The result is a tailored, automated set of legal processes designed specifically for your organization.

*"Adobe Sign reduces the time it takes to get a document signed. Advanced Workflows empowers us to quickly streamline and automate business processes that are complex, repetitive or time consuming. Together, the possibilities are endless."*

**YUKA TZAVARAS**

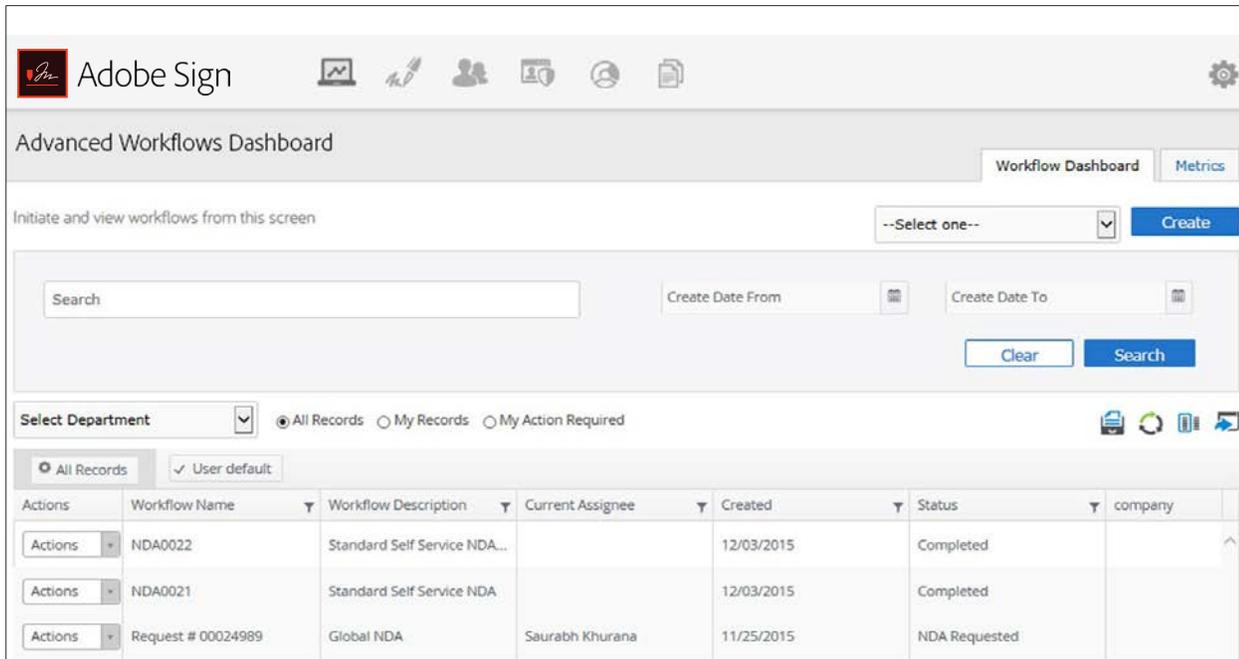
Senior manager, legal operations  
Electronic Arts



Build workflows with custom business logic using drag-and-drop tools and predefined templates.

## Monitor progress—so everyone is in the know.

Employees and managers alike can manage and track their legal documents with a graphical, easy-to-understand dashboard that provides complete visibility into the process. See exactly where a document is in its workflow—who signed it, when, and who's next. After the process is complete, you can see a complete record of the entire transaction, and the signed document is securely stored and archived. Using this real-time view, employees now have the power to keep the process moving without multiple emails and phone calls.



The screenshot displays the Adobe Sign Advanced Workflows Dashboard. At the top, there is a navigation bar with the Adobe Sign logo and several icons. Below this, the dashboard title 'Advanced Workflows Dashboard' is visible, along with tabs for 'Workflow Dashboard' and 'Metrics'. A section for initiating workflows includes a dropdown menu labeled '--Select one--' and a 'Create' button. A search section contains a search input field, 'Create Date From' and 'Create Date To' date pickers, and 'Clear' and 'Search' buttons. Below the search section, there are filters for 'Select Department' and radio buttons for 'All Records', 'My Records', and 'My Action Required'. A table of workflow records is shown below, with columns for Actions, Workflow Name, Workflow Description, Current Assignee, Created, Status, and company.

Actions	Workflow Name	Workflow Description	Current Assignee	Created	Status	company
Actions	NDA0022	Standard Self Service NDA...		12/03/2015	Completed	
Actions	NDA0021	Standard Self Service NDA		12/03/2015	Completed	
Actions	Request # 00024989	Global NDA	Saurabh Khurana	11/25/2015	NDA Requested	

Stay on top of document progress using real-time, visual dashboards.

## Maintain complete and compliant records.

Adobe Sign automatically archives signed agreements and helps you maintain compliance. Storing documents in the repository of your choice, the system automatically archives final documents and generates audit trails, certified with tamper-evident seals. Rest assured that your company's interests are protected with electronic signatures that comply with global electronic signatures laws, such as the U.S. ESIGN Act or the European Union eIDAS Regulation, as well as rigorous security standards such as SOC 2 Type 2 and ISO 27001.

## Work with the digital document leader.

With over 20 years of experience in digital document solutions, Adobe delivers a powerful, easy-to-use workflow solution that eliminates the need for complex and lengthy development projects. No matter how simple or complex your legal process, Adobe Sign is the only solution that includes everything you need to get automation projects up and running quickly. With it, you can help ensure your company information is protected while accelerating the speed of business. And with the time saved, your legal team can be more productive, keeping your company one step ahead of the competition.



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