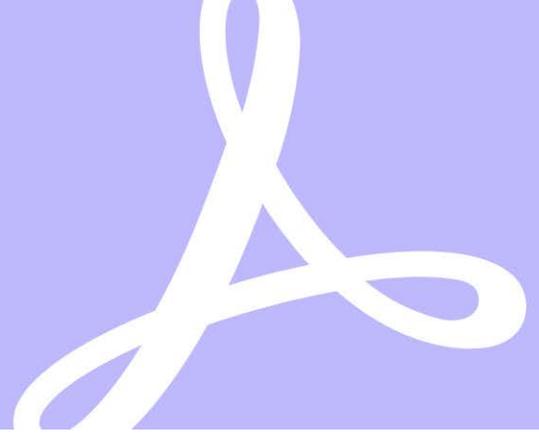


Adobe Sign and Workplace by Facebook



Adobe Sign integration with Workplace by Facebook makes it easier for customers and partners to quickly and securely send documents for electronic signature and track the signature status without ever leaving the Workplace application. It helps users drive more efficient business processes and receive Workplace notifications as agreements move through the signature cycle.

Save time and speed signing.

Send sales contracts, candidate offer letters, onboarding paperwork, and procurement contracts for e-signature and track their status quickly and easily, right from within Workplace. Simply upload documents from the Adobe Sign Library or your device and send them directly from Workplace Chat. Signing is easy with in-app notifications. A final version of the signed agreement is sent to both parties and is automatically stored in the Adobe Sign Library.

Track agreement status with Workplace notifications.

Get real-time visibility into the status of your contracts. Send to single or multiple signers sequentially, and monitor the progress of all Adobe Sign documents through real-time notifications from the Adobe Sign bot in Workplace Chat. Check Status

provides visibility into which agreements or contracts are out for signature and where they are in the approval cycle.

Delight partners, customers, and co-workers.

Real-time notifications let users know when agreements are ready for their signature. Recipients can sign documents, contracts, and forms in just a few clicks from any device without creating an account. The whole process takes just a few minutes from start to finish.

Reduce legal risk and improve compliance.

Mitigate risk and maintain compliance with a complete audit trail for every transaction. [Adobe Sign](#) solutions meet or exceed the broadest range of global security standards and legal requirements—from Adobe, the world's trusted leader in secure digital documents.

Use cases



Procurement

- **Slash paperwork**—Get purchase orders, vendor onboarding forms, and other contracts sent, signed, and returned.
- **Onboard faster**—Send contracts and purchase orders from Workplace Chat to get vendors and suppliers up and running in no time.
- **Accelerate approvals**—Send documents from Workplace. Chatbot notifications inform Workplace users when contracts are waiting for their signature.
- **Minimize risk**—Track all documents in real time, get a full audit trail, and automatically store copies of signed documents in the Adobe Sign Library.



HR

- **Get forms signed quickly**—Speed hiring cycles and reduce delays in the offer approval and signing process, right from Workplace.
- **Speed offer approvals**—Work with preapproved HR document templates, send for approval or signature, and track who received and viewed documents with Workplace notifications.
- **Simplify routing**—Send to single or multiple signers in sequential order.



Legal

- **Speed document preparation**—Turn manual, repetitive legal processes—from NDAs to trademark reviews—into automated workflows.
- **Provide self-service access**—Make it fast and simple for employees to find the right legal documents in the Adobe Sign Library.
- **Send to multiple signers**—Send digital documents to multiple signers in the right order.
- **Monitor progress**—Manage and track legal documents in real time. Know who signed, when, and who's next with Workplace notifications.

A complete e-signature solution for Workplace by Facebook.

With six billion transactions a year, Adobe Sign is a trusted leader and innovator in secure digital document solutions and standards-based [electronic signatures](#). That's why organizations of all sizes rely on Adobe Sign to transform paper-based processes into 100% digital workflows to

accelerate their business. The Adobe Sign integration with Workplace offers partners and customers the easiest signing experience and the ability to manage and track the entire e-signature process right from the Workplace app.

For more information.

[Adobe Sign for Workplace by Facebook user guide](#)

