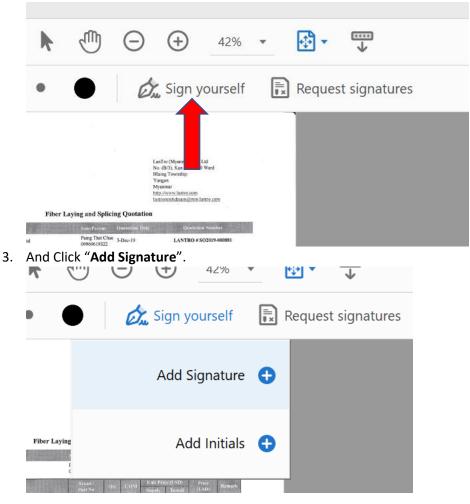
Creating and Signing Signature with Adobe Acrobat Reader

Note: You must install Adobe acrobat reader.

Open your pdf file to sign. And click on "Sign" and choose "Fill & Sign".
 GM Office Fiber Splicing PO.pdf - Adobe Acrobat Reader DC (32-bit)

| <u>F</u> ile <u>E</u> dit <u>V</u> iew | <u>Sign</u> <u>W</u> indow <u>H</u> elp |             |
|--|---|-------------|
| Home To                                | <u>F</u> ill & Sign                     |             |
|  | <u>R</u> equest Signatures              | / 1         |
|  | Prepare Agreement                       |             |
|  | Manage All Agreements                   |             |
|  |   | LanTroVisio |

2. Click on "Sign yourself".



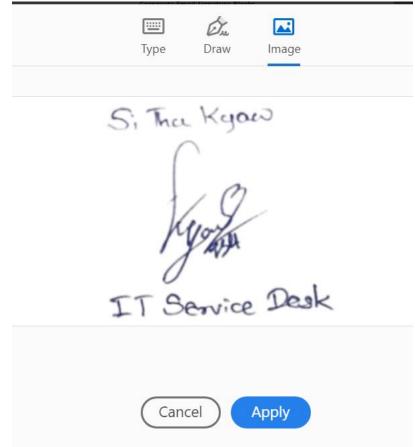
4. You can set your signature with "**Type, Draw and Image**" and just click on "**Apply**". I prefer Image, you have to take the photo of your signature and save in your computer.

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|                | Ca    | ancel Apply | Sithukyaw                 |                |

5. Click on "Image" and choose your signature that you saved in which location. And then click "Open".

| Select Image   |  | ×  |
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| $\leftarrow \rightarrow \cdot \uparrow$  | sithukyaw > Documents ~ U  | $ \mathcal{P} $ Search Documents   |
| Organize • New   | folder   | • • •  |
| <ul> <li>This PC</li> <li>3D Objects</li> <li>Desktop</li> <li>Documents</li> <li>Downloads</li> <li>Music</li> <li>Pictures</li> <li>realme C21Y</li> <li>Videos</li> </ul> | <ul> <li>Name</li> <li>Custom Office Templates</li> <li>FeedbackHub</li> <li>Outlook Files</li> <li>Snagit</li> <li>SOP For Zero Lvl Support</li> <li>ViberDownloads</li> <li>Visual Studio 2010</li> <li>Zoom</li> <li>My Singature for Work</li> </ul> | Date modified<br>2/3/2020 9:03 AM<br>8/27/2021 11:34 AM<br>4/3/2020 12:10 PM<br>9/9/2021 8:17 PM<br>10/31/2021 7:56 PM<br>10/11/2021 10:54 AM<br>3/28/2021 6:54 PM<br>6/9/2021 6:55 PM<br>10/31/2021 8:23 PM |
| Local Disk (C:)<br>DATA (D:)<br>CD Drive (F <sup>.</sup> )   | • < e name: My Singature for Work  | Supported Image Formats (*.jp; ~       Open       Cancel   |

6. You can put your Signature where you want to assign and it can ajust "Zoom".



7. Then you can save your pdf file that you signed. Done.