

How to Use the LEXZUR Sign Powered by Adobe Acrobat

Objectives

- Add Signees and Request to sign using LEXZUR Sign powered by Adobe

Steps

Previously, LEXZUR users had the option to integrate with **Adobe Acrobat Sign** by connecting their existing Adobe Acrobat Sign account to LEXZUR. This integration is still available, but now LEXZUR provides its own embedded Signature workflow that offers Adobe-powered e-signatures. This means users no longer need to separately subscribe to and deploy an e-signature service from Adobe.



The new Signature feature is associated with bundled transactions that offer flexible payment options for users. These bundles can be tailored to meet specific requirements. Check the details [here](#).

This new e-sign integration can be selected by the user upon initiating a signature workflow from the signature center in the contra module.

Let us do an example:

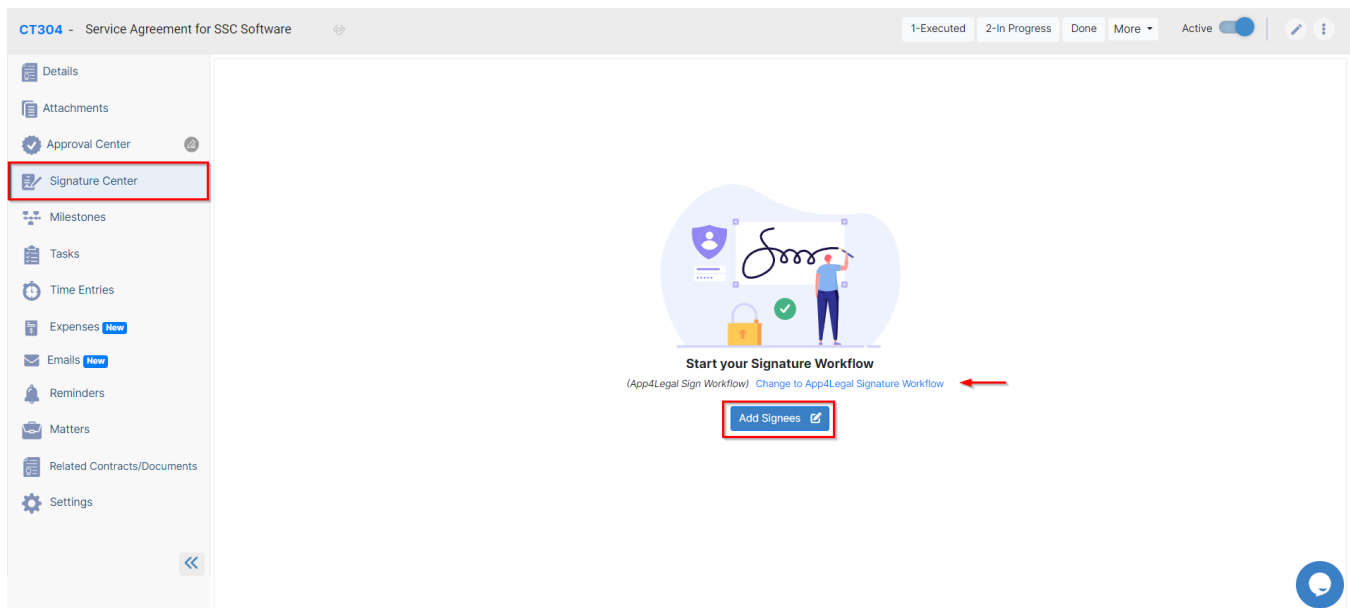
Open the Contracts Signature Center, and choose **LEXZUR Sign Powered by Adobe Acrobat** workflow, by clicking **Get Started**.



This Feature can only be accessed once you have obtained a valid subscription

The screenshot displays the LEXZUR interface for a contract titled "CT368 - Purchase Agreement between ABC and ...". The left sidebar contains a menu with options: Details, Attachments, Approval Center, Signature Center (highlighted with a red box), Milestones, Tasks, Emails, Time Entries, Expenses, Reminders, Matters, Related Contracts/Documents, and Settings. The main area is titled "Please Specify the Signature Workflow" and shows four options, each with a "Get Started" button. The options are: 1. LEXZUR Lexzur Sign (Allows signing using Lexzur or DocuSign), 2. Adobe Sign (Restricts all signatures to Adobe Sign), 3. Emdha (Restricts all signatures to Emdha), and 4. LEXZUR Lexzur Sign Powered by Adobe Acrobat (Restricts all signatures to Lexzur Sign, highlighted with a red box). The top right of the interface shows a status bar with "Closed", "Executed", "Under Approval", "More", and an "Active" toggle switch.

Now, you have selected your workflow, start **Adding Signees**.



To begin, simply sign in by providing your account details, including your email address, first and last name, company name, and the desired number of seats.

Add Signees

Authenticating...

Account details

Email*

alice.smith@outlook.com

First name*

Alice

Last name*

smith

Company Name*

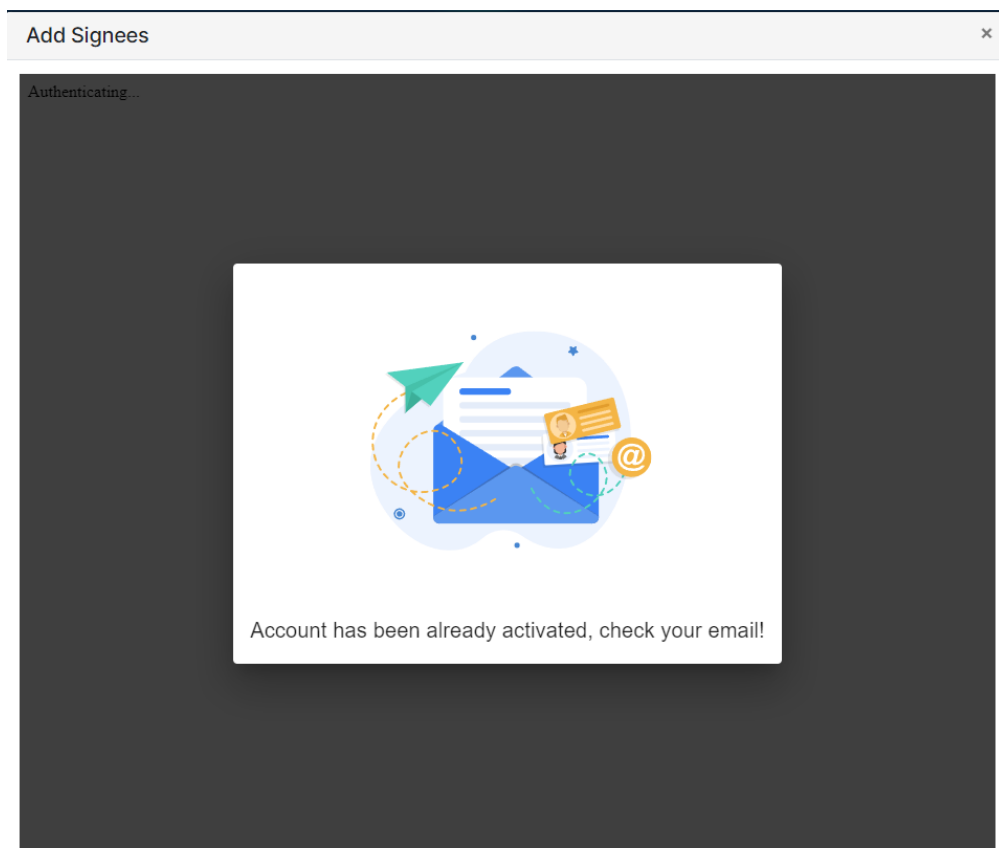
Branding Co.

Number of seats*

1

SUBMIT

Once you have submitted the required information, your account will be activated. Check then your email for a validation link to complete the process.



You can now begin adding signees, similar to the process in Adobe Request to Sign. Signees can include users, collaborators, or external individuals whom you can invite.

Specify the message you would like to send, attach the contract to be signed, and proceed to send the request.

Edit Signees

Recipients*

Complete in Order ☐ Complete in any Order [Add Me](#)

albertsm052@gmail.com

Email

ademchristopherr@gmail.com

Email

Email

[Show CC](#)

Message*

Document Signature

Please review and complete Doc120211130161100

Files*

☒

Consultancy Agreement.pdf

Save as Draft

Send

For more information about LEXZUR, kindly reach out to us at help@lexzur.com.

Thank you!