Welcome to

<u>e</u>dusign



1. Download the Edusign app



2. Log in to the app



3. Select a course



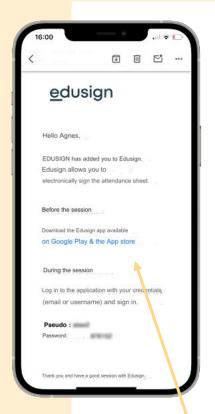
4. Sign



5. Scan the QR Code

Download the Edusign app

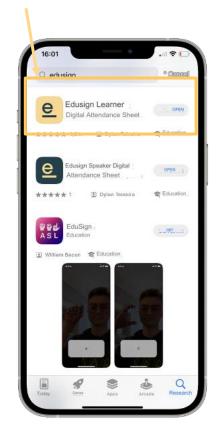
Use the link in the first email you received from Edusign or go to the Appstore or Google Play Store



- I. Search on the App Store or Google Play Store
- 2. Select Edusign and download

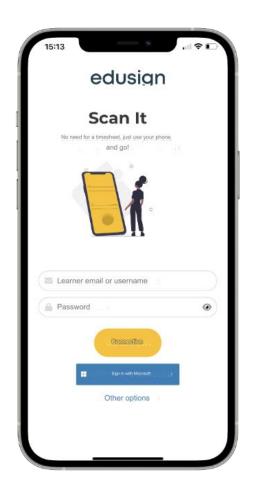
OR

Click on the link and download the application



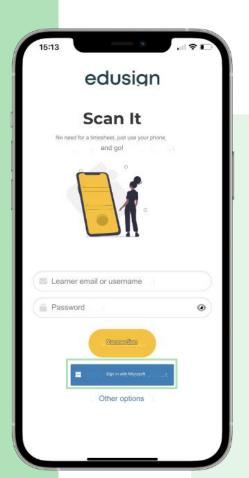
Log in to the app

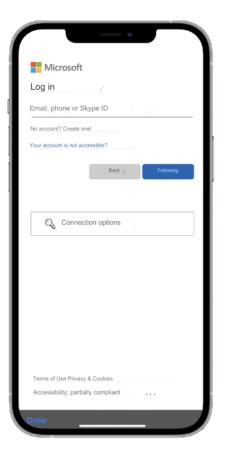
Use the login information received by email.



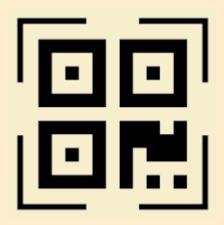
Sign in with Microsoft

If your school uses Office 365 and has asked you to sign in with your Microsoft account.





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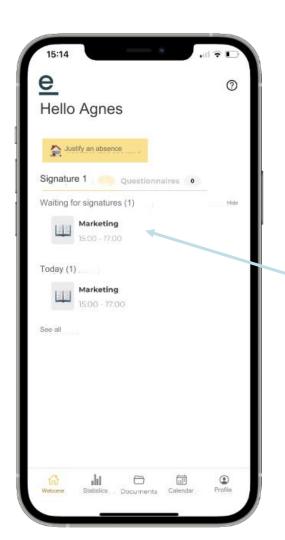


Signature via QR Code

Signer

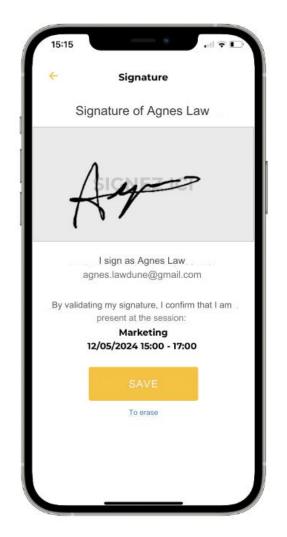
Select your course

You can view your past courses by clicking on "View All".



Click on your course to be able to register.

Sign using your finger



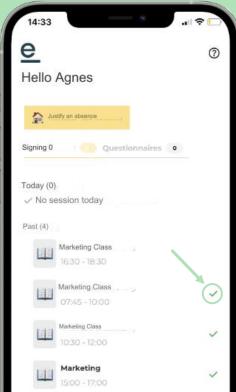
Scan the QR Code displayed by your teacher

Please allow access to your camera.



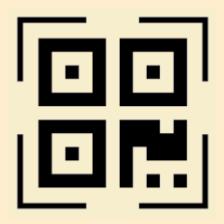
That's it! You are well noted present!

You can check it on your homepage or on the attendance sheet directly.





<u>e</u>dusign



Signature via Email

Signer

Click the button to sign

Check your emails

To sign or fill out a questionnaire, go to your email inbox using the email address associated with your training organization.







Click the button to fill out the questionnaire

Sign using your finger or your mouse

Works on all devices. Don't forget to save!

Click this button after signing to confirm your attendance.



I can't connect

If you think you have a bug, please contact your training organization with as much detail as possible (a screenshot and a description of the problem). This will help to resolve your issue faster.

What to do?

Please follow the steps in order until your problem is resolved.

- 1. Close the application.
- 2. Uninstall and reinstall the application.
- **3.** Try resetting your password from your login page by clicking on "More options" then "Lost password". Then follow the steps indicated.
- **4.** If your problem persists, ask your tutor to sign manually on his computer.

I don't see the sheet to sign

If you think you have a bug, please contact your training organization with as much detail as possible (a screenshot and a description of the problem). This will help to resolve your issue faster.

What to do?

Please follow the steps in order until your problem is resolved.

- **1.** On the home page, swipe down from the top of your screen to refresh the page.
- 2. Close the application.
- 3. Uninstall and reinstall the application.
- **4.** Try resetting your password from your login page by clicking on "**More options**" then "**Lost password**". Then follow the steps indicated.
- **5.** If your problem persists, ask your caregiver to sign manually on their computer.



Thank you and have a good course!

Do you have a problem? Consult our Help for use or contact your training organization.