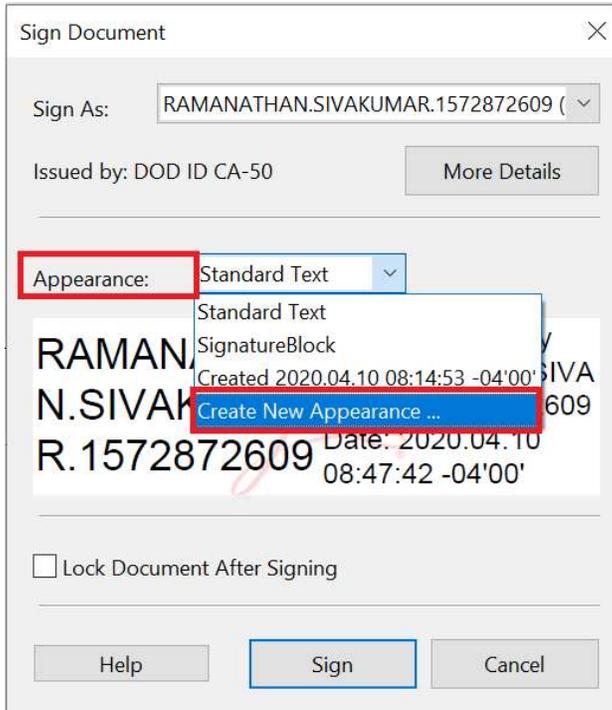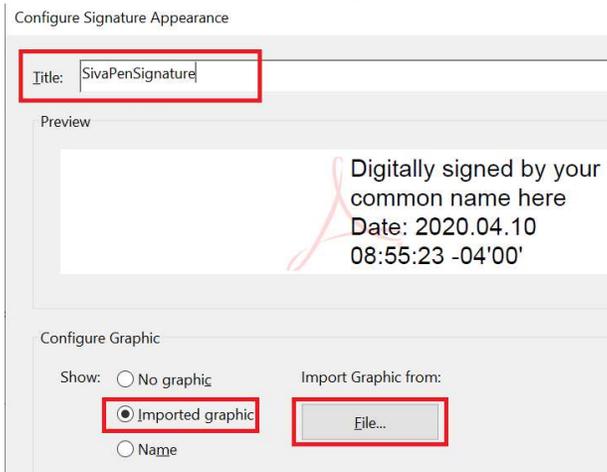# How to Electronically Sign PDF using Pen Signature

- Scan your pen signature and save it on your computer
- Select "Create New Appearance" for the Appearance option (Note: If pen signature already exists, you can select it from the drop-down)
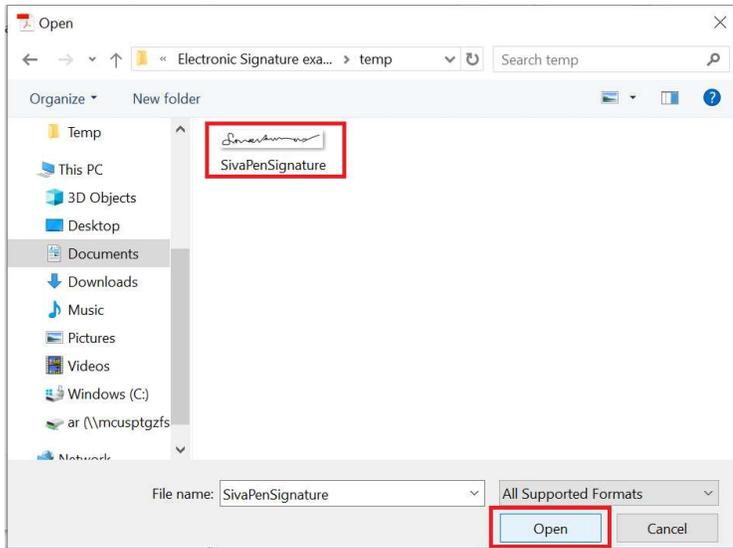

- Enter Title; Select "Imported graphic" for the Configure Graphic option and click "File"
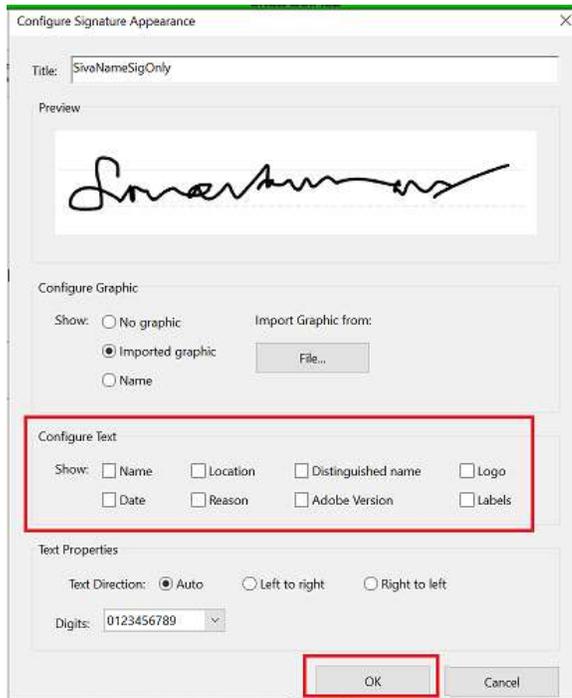

- Click Browse

- Select the pen signature that was saved from your computer and click open
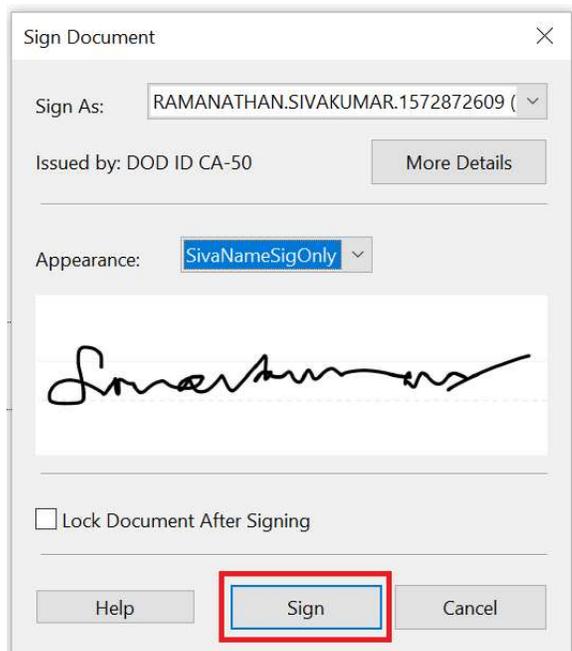

- Click OK

- In the "Configure Text" option, uncheck everything and click OK

- Click Sign

- **Note**: Next time when you want to use electronically pen signature, the newly created pen signature (Ex: SivaPenSignature) will show up automatically in the Appearance option and can be selected directly.