

# Collaborate faster, more securely and more effectively with DocuSign for SharePoint 2010



FACT SHEET

Share:

DocuSign® is the global standard for electronic signature, offering the easiest, fastest, most secure way to send, sign, track and store documents in the cloud. Integrated with Microsoft® SharePoint® 2010, DocuSign helps SharePoint users collaborate with greater ease, right from a document inside SharePoint. Your customers, employees, and partners can sign anything from a contract to an HR form from any browser, including mobile devices, within seconds.

## Start eSigning easily and with confidence

Designed for easy collaboration, there's nothing new to learn with DocuSign.

- Documents are auto-routed to the right people, with reminders & expiration times
- Decision makers can review & approve a document within minutes
- Signed agreements are legally binding & backed by a court-admissible audit trail

DocuSign warrants compliance with the December 1999 Federal E-SIGN Act, which established a Community framework for the use of electronic signatures on electronic contracts in the United States.

## Increase productivity

Sending a document for electronic signature is simple from SharePoint. Just click the "Send with DocuSign" button from any document in SharePoint, and the document is prepped for sending right away! You can even select and send multiple documents all at once. A document's progress through the signing process is tracked the whole time. Once it's signed, the document is synchronized back in SharePoint as a signed PDF.

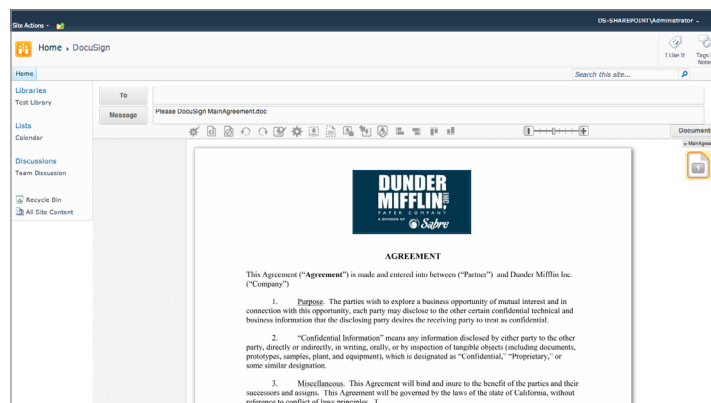
The screenshot shows the SharePoint 2010 interface. The ribbon at the top has 'Library Tools' and 'Documents' tabs. The 'Documents' tab is active, showing various actions like 'New Document', 'Upload Document', 'New Folder', 'Edit Document', 'Check Out', 'Check In', 'Discard Check Out', 'View Properties', 'Edit Properties', 'Delete Document', 'Version History', 'Document Permissions', 'E-mail a Link', 'Download a Copy', 'Go To Source', 'Send To', 'Manage Copies', 'Workflows', 'Publish', 'I Like It', 'Tags & Notes', and 'Send With DocuSign'. The 'Send With DocuSign' button is highlighted with a red box. Below the ribbon, there are sections for 'Libraries', 'Announcements', 'Shared Documents', and 'Members'. The 'Shared Documents' section contains a table of documents.

Type	Name	Modified	Modified By
Folder	Signed DocuSign Documents	1/21/2013 5:01 PM	DS-SHAREPOINT\Administrator
Document	contract	1/14/2013 11:23 PM	DS-SHAREPOINT\Administrator
Document	contract_dbr	1/15/2013 7:14 PM	DS-SHAREPOINT\Administrator
Document	contract_t	1/15/2013 6:50 PM	DS-SHAREPOINT\Administrator
Document	MainAgreement	5/3/2013 9:01 PM	DS-SHAREPOINT\Administrator

Continued

**DocuSign can be used for many different scenarios, including:**

- Counter offers
- Multiple signers
- Confirmation of a signer’s authority to sign
- Specified signer routing order
- Designation of specific fields as negotiable
- Delegation of signing responsibility to others



**Gain more control and visibility**

DocuSign provides an audit trail of edits, and notifies every signer when a contract is changed. This helps reduce errors, increase efficiency and keep everyone on the same page. With DocuSign, you see in real-time who has received, reviewed and signed a document.

With DocuSign, you see in real-time who has received, reviewed and signed a contract. You get notifications via email to confirm a document has been completed or declined.

**Take advantage of customization opportunities**

DocuSign is a transaction management platform that was built to integrate and built for flexibility. DocuSign can be easily configured or customized to meet nearly any business process.

**Ready to get started?**

To add DocuSign to your existing SharePoint account, simply search for DocuSign in the PinPoint marketplace, or visit <http://www.docuSign.com/partner/docuSign-sharepoint-2010>. DocuSign for SharePoint 2010 is free to install and requires a DocuSign account to use. Current customers can connect to their existing account. New DocuSign customers can send their first 50 envelopes for free. Once their free trial is complete, new customers can upgrade to a full plan by contacting DocuSign at 1.877.720.2040.

**About DocuSign**

DocuSign® is the global standard for electronic signature®. DocuSign accelerates transactions to increase speed to results, reduce costs, and delight customers with the easiest, fastest, most secure global network for sending, signing, tracking, and storing documents in the cloud.



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