Welcome to the New DocuSign Experience!

Navigation and the Home Page

If you are reading this then you have begun your transition from the Classic DocuSign application to the New DocuSign Experience. We believe you will find the New Docusign Experience to be a refreshing and more efficient way of sending and managing your documents.

**Note:** We highly recommend you block out some of your time to watch read the transition documents and watch the videos as this will make your transition quicker and smoother.

Why did we do this?

The product team at DocuSign took years of digital transaction workflow knowledge and combined it with state-of-the-art user design to create a new front end experience that is both intuitively easier to use and functionally more powerful. By building it on new technologies, we can now add features and fix issues far faster than we could with Classic.

Navigating the primary pages

<table>
<thead>
<tr>
<th>Classic</th>
<th>New DocuSign Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="Classic Navigation" /></td>
<td><img src="image2.png" alt="New DocuSign Experience" /></td>
</tr>
</tbody>
</table>

- The navigation header bar still has the Home page.
- The Manage page is now called Documents.
- Templates now has its own page.
- Dashboard and Reports have been combined into one page called Reports.
- Your picture icon on the right side of the bar still contains high level actions including switching to Classic if your account is enabled for that.
Using the Home Page

<table>
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<tr>
<th>Classic</th>
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<tbody>
<tr>
<td><img src="image1" alt="Classic Image" /></td>
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**Initiate an action** - In Classic, you initiate the sending or signing process by selecting the **Upload** or **Cloud** button. In New DocuSign Experience, you select the **New** button. This is a dropdown where you can select whether you want to initiate a **send a document**, **use a template** or **sign a document**.

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><img src="image3" alt="Classic Image" /></td>
<td><img src="image4" alt="New DocuSign Experience Image" /></td>
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**Document status links** - Like Classic, New DocuSign Experience has useful links to view actions on your side or from documents you’ve sent out.

- Awaiting My Signature becomes **Action Required**.
- Out For Signature becomes **Waiting For Others**.
- Expiring Soon is not a link in New DocuSign Experience as we found it was not used often.
- Both still have the **Completed** quick link.
**Additional help links** - We have added directly links to the Support Home, Community and Trust Center to make it quicker for you to get help when needed.

- **Support Home** - DocuSign’s primary content and support portal.
- **Community** - Connect with DocuSign support team and users to answer your questions.
- **Trust Center** - The latest security and system performance status.