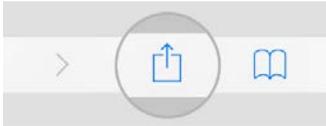# How to Sign a Consent Form Electronically

PLEASE NOTE: Typed signatures are <u>not</u> accepted on consent forms submitted to Humber River Hospital. If you are unable to sign electronically, <u>please print and sign the document</u> before submitting it for processing.

iPhone:

1. Open PDF file.
2. Click the "Share" button.

3. Scroll down the menu and click "Markup".
4. Select a pen and sign the document on the "Signature" line(s).

Samsung:

1. Open PDF file.
2. Click on pencil tool (bottom right hand corner).
3. "Edit View" box will pop up – click "OneDrive PDF Viewer".
4. Click "Allow" when asked if you would like to allow OneDrive to access the file.
5. Click "Annotate" (bottom right hand corner).
6. Select the pen and sign the document on the "Signature" line(s).

Adobe Acrobat:

1. Open PDF file.
2. Click "Draw Free Form" tool.

If "Draw Free Form" tool does not appear on tool bar:
- Right click on tool bar.
- Click "Edit Current Tool Set".
- Under "Choose tools to add:", click "Drawing Markups" tab.
- Click "Draw Free Form".
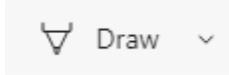- Click "Add to Quick Tools Toolbar".

- Click "Save" (bottom right hand corner of pop-up window).

Once added to toolbar, click on "Draw Free Form" tool.

3. Sign the document on the "Signature" line(s).

Web Browser (if Adobe application is not installed/does not open):

1. Open PDF file.
2. On the tool bar, click "Draw" (see below).

3. Sign the document on the "Signature" line(s).