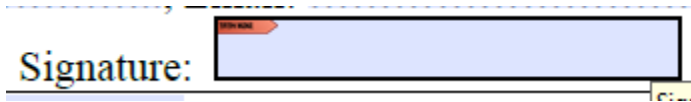
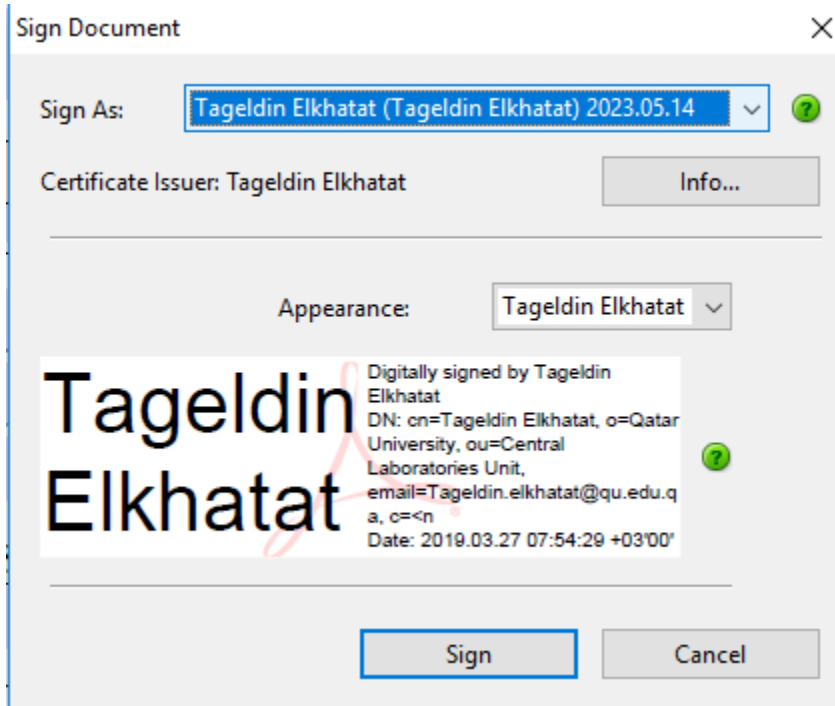
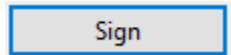


## How to create your Digital signature

### Step 1:

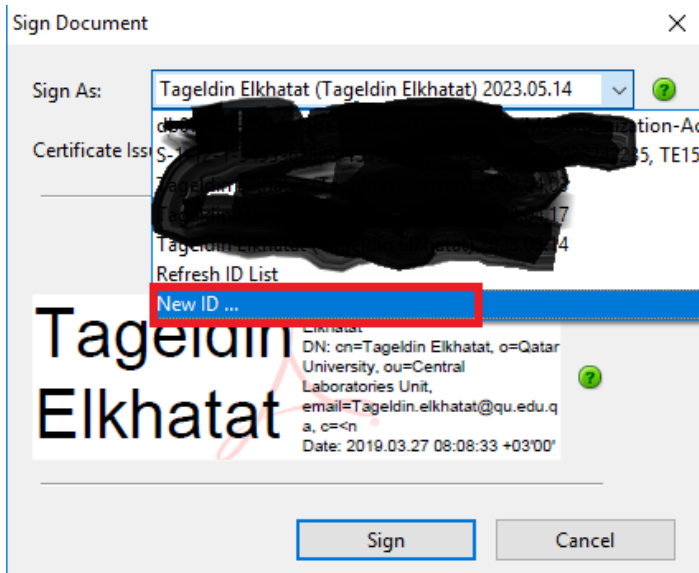
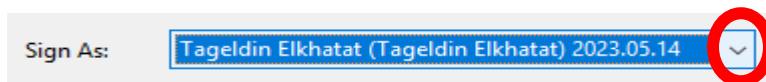


This window will appear, if you already have Digital Sign, you will just press on Sign Button

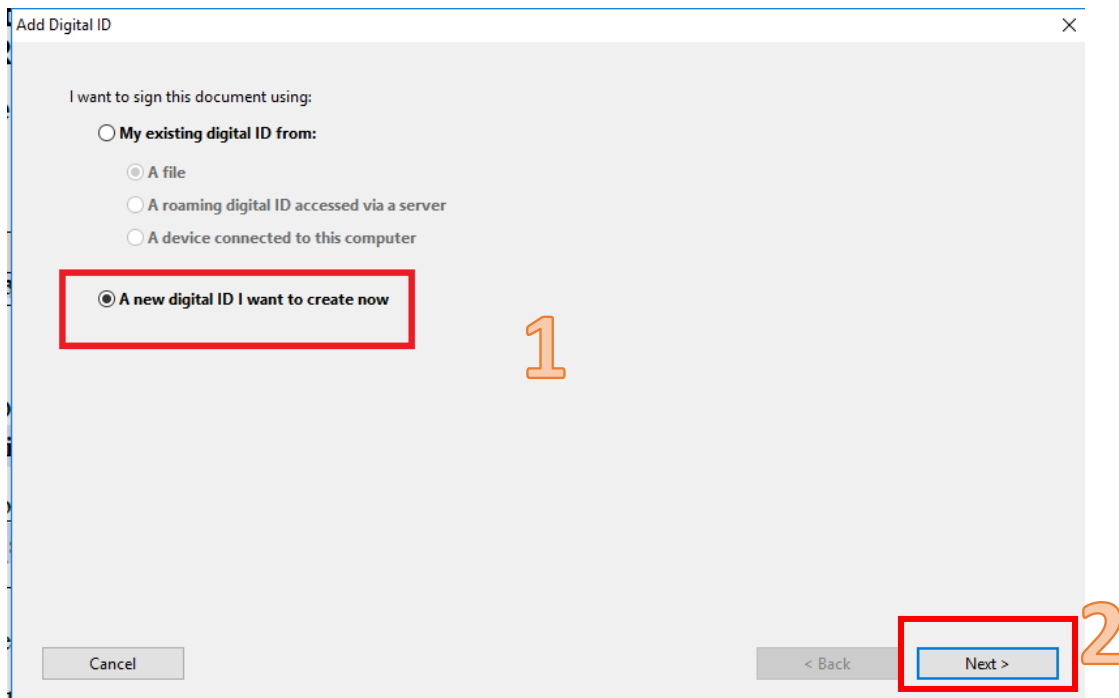


If you didn't make it before. You just need to great new one by :

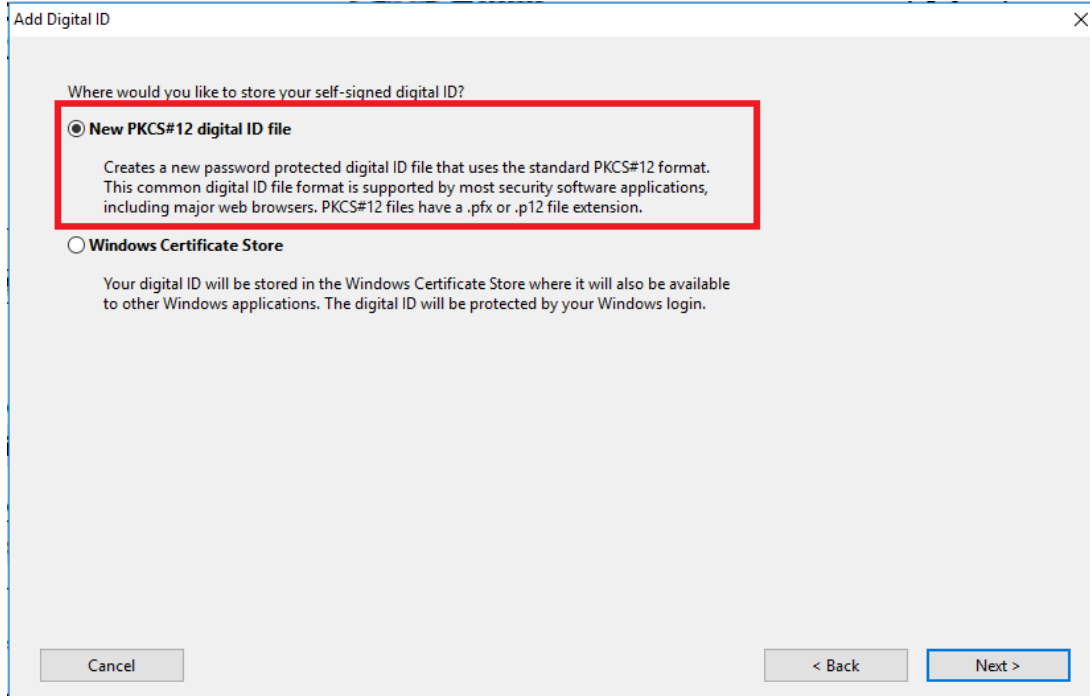
- 1- Dropdown the Dropbox
- 2- Then select New ID...



3- After that select "A new digital ID want to create now" then "Next"



4- You can select any one to save your sign , The first select is preferred (More Secure)



## 5- You need to fill it, then press “Next”

Add Digital ID

Enter your identity information to be used when generating the self-signed certificate.

Name (e.g. John Smith): Tageldin Elkhayat

Organizational Unit:

Organization Name: QUCLU

Email Address: tageldin.elkhatat@qu.edu.qa

Country/Region: <none>

Key Algorithm: 1024-bit RSA

Use digital ID for: Digital Signatures and Data Encryption

Cancel < Back Next >

## Put your strong password and reaped it again for confirmation then press “Finish”

Add Digital ID

Enter a file location and password for your new digital ID file. You will need the password when you use the digital ID to sign or decrypt documents. You should make a note of the file location so that you can copy this file for backup or other purposes. You can later change options for this file using the Security Settings dialog.

File Name:  
[AppData\Roaming\Adobe\Acrobat\11.0\Security\TageldinElkhatat.pfx Browse...

Password:  
\*\*\*\*\*  
Strong

Confirm Password:  
\*\*\*\*\*

Cancel < Back Finish

## Step 2

After that, you can easily sign in the PDF file “please review the step 1”