

## Stored Signatures

*Store Your Signature*

*July 12, 2024*

Districts on the Pro edition of SameGoal now have the option to enable users to store their own electronic signatures. When this feature is enabled, users will be able to save their signature to their account and “stamp” that signature into signature fields in documents. Information about how to store a signature and use a stored signature in a document can be found on the Signatures support page.

This feature is disabled by default but will be enabled on August 17th. If a district does not want to allow users to store their signature, before the feature is automatically switched to enabled, an administrative user can explicitly disable this feature. Additionally, if a district wants to allow users to store their signature before August 17th, an administrative user can enable the feature now.

**Steps** *To enable or disable stored signatures:*

1. While logged in as an administrative user, go to **Settings > District Information**.
2. Scroll down to **Administrative Options**.
3. Switch the **Store Electronic Signatures** toggle to **Enable** to turn the feature on now, or **Disable** to prevent the feature from being enabled in August.