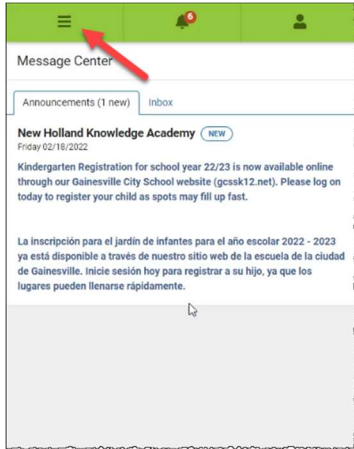
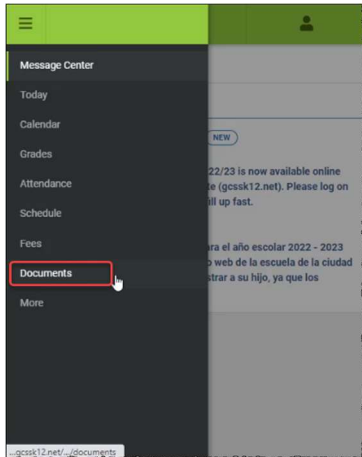


Signing Documents in Parent Portal

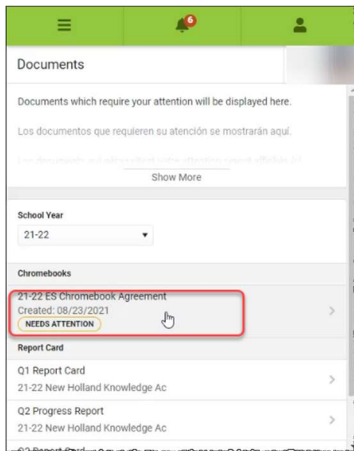
1. Select the menu in the upper left corner.



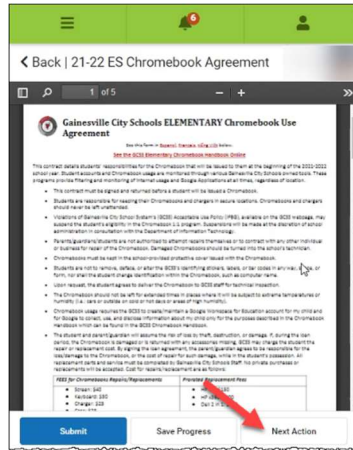
2. Select Documents from the menu.



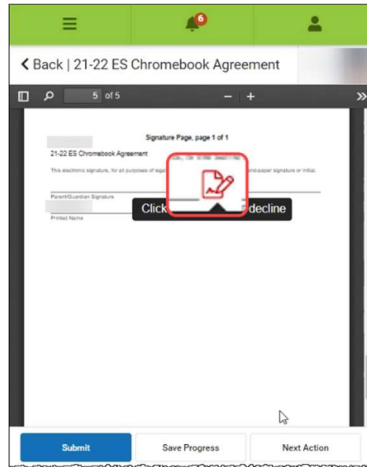
3. Select the document which needs attention.



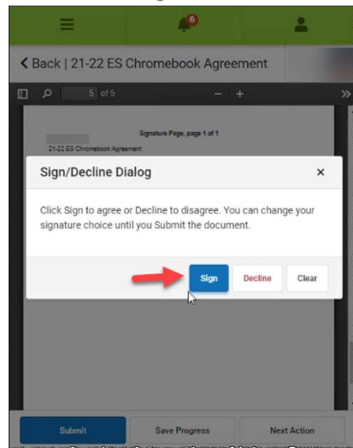
4. Select Next Action.



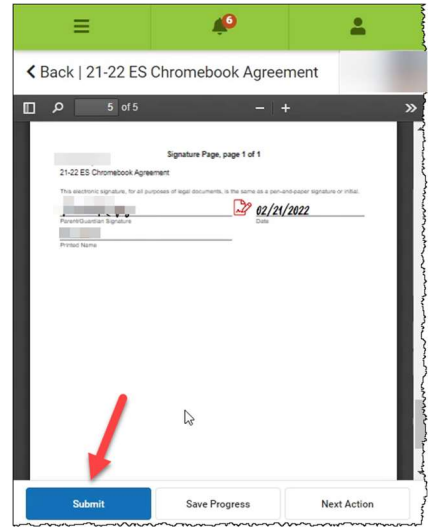
5. Select the Signature button.



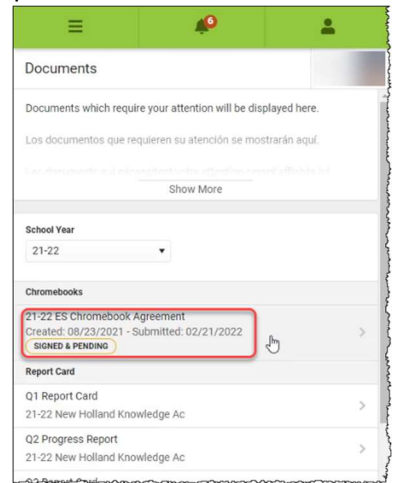
6. Select the Sign button.



7. Select Submit.

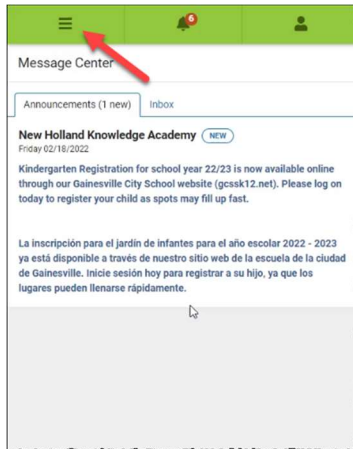


8. The document will now say "Signed & Pending" indicating you have completed your part of the task.

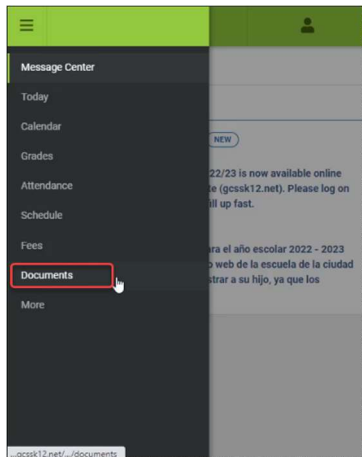


Firma de documentos en el Portal para padres

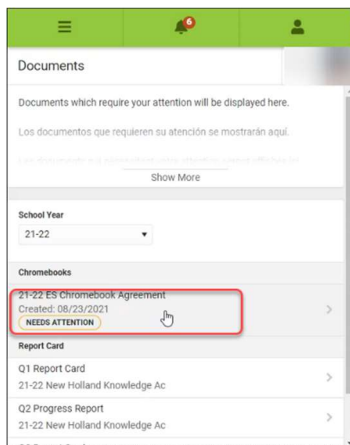
1. Seleccione el menú en la esquina superior izquierda.



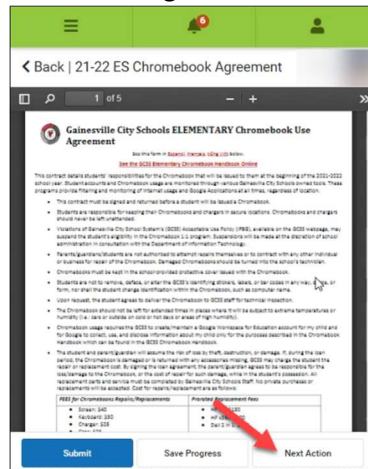
2. Seleccione Documentos en el menú.



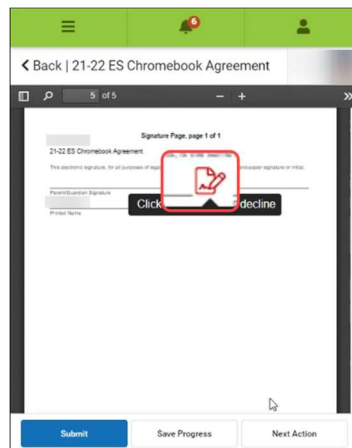
3. Seleccione el documento que necesita atención.



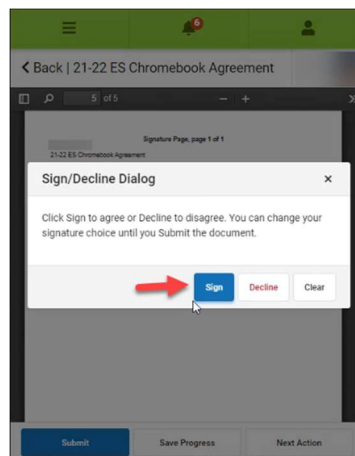
4. Seleccione Siguiente acción.



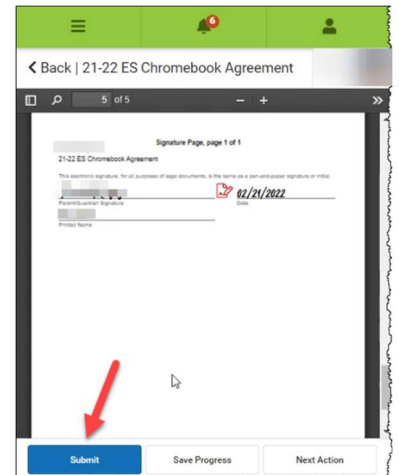
5. Seleccione el botón Firma.



6. Seleccione el botón Firmar.



7. Seleccione Enviar.



8. El documento ahora dirá "Firmado y pendiente" indicando que ha completado su parte de la tarea.

