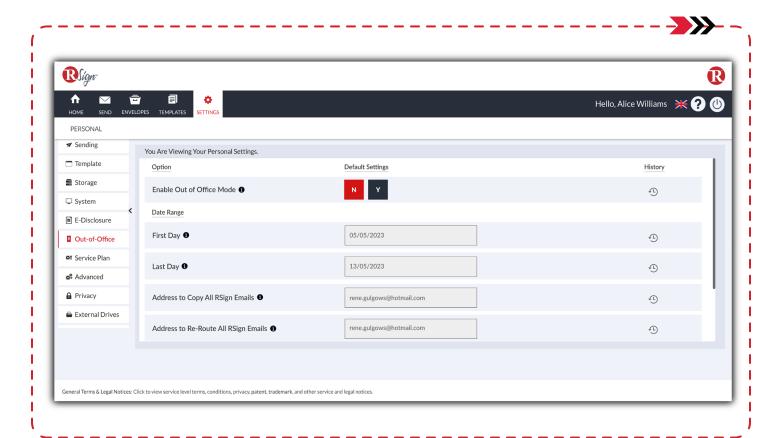# Out-of-Office Mode

The out-of-office mode allows senders to have a co-worker or a manager sign their documents if they are out of the office for a period of time. This way, senders can make sure all their eSign-related activities progress in their absence. Simply set first day, last day, address to copy all RSign emails, and address to re-route all RSign emails.