

### RSign Word Tags

**Prepare agreement by adding tags in document**

**Upload document into RSign**

**Send Document**

**EXPIRING SOON 10**

**ACTIVITY SUMMARY**

Sent:	47
Signed:	34 (73% of total sent)
Viewed:	7 (15% of total sent)
Pending:	5 (11% of total sent)
Expired:	6 (12% of total sent)
Time:	00:06:30 Best 00:13:01 Average

**The fill-able fields magically appear where the tags were added**

RSign Tags enable you to streamline the process of preparing documents for electronic signatures, significantly reducing the need for manual work. You have the option to manually add tags such as <<Signature>>, <<Initials>>, and more to your documents, or configure your document generation system to automatically insert them in designated areas for input fields. RSign will recognize these tags and replace them with the appropriate input fields. Afterward, you can make any necessary adjustments and proceed with sending the documents.