**Zoho Corporation**

Signing documents from Zoho Sign dashboard - Zoho users

The admins and users can access the documents that need their signature from their Zoho Sign dashboard.

To sign documents directly from your Zoho Sign dashboard:

1. Select the document that you want to sign from the documents listed under the *Need your signature* category on your Zoho Sign dashboard.
2. Fill all the input fields in the document viewer page and click **Finish** to complete the signing process.
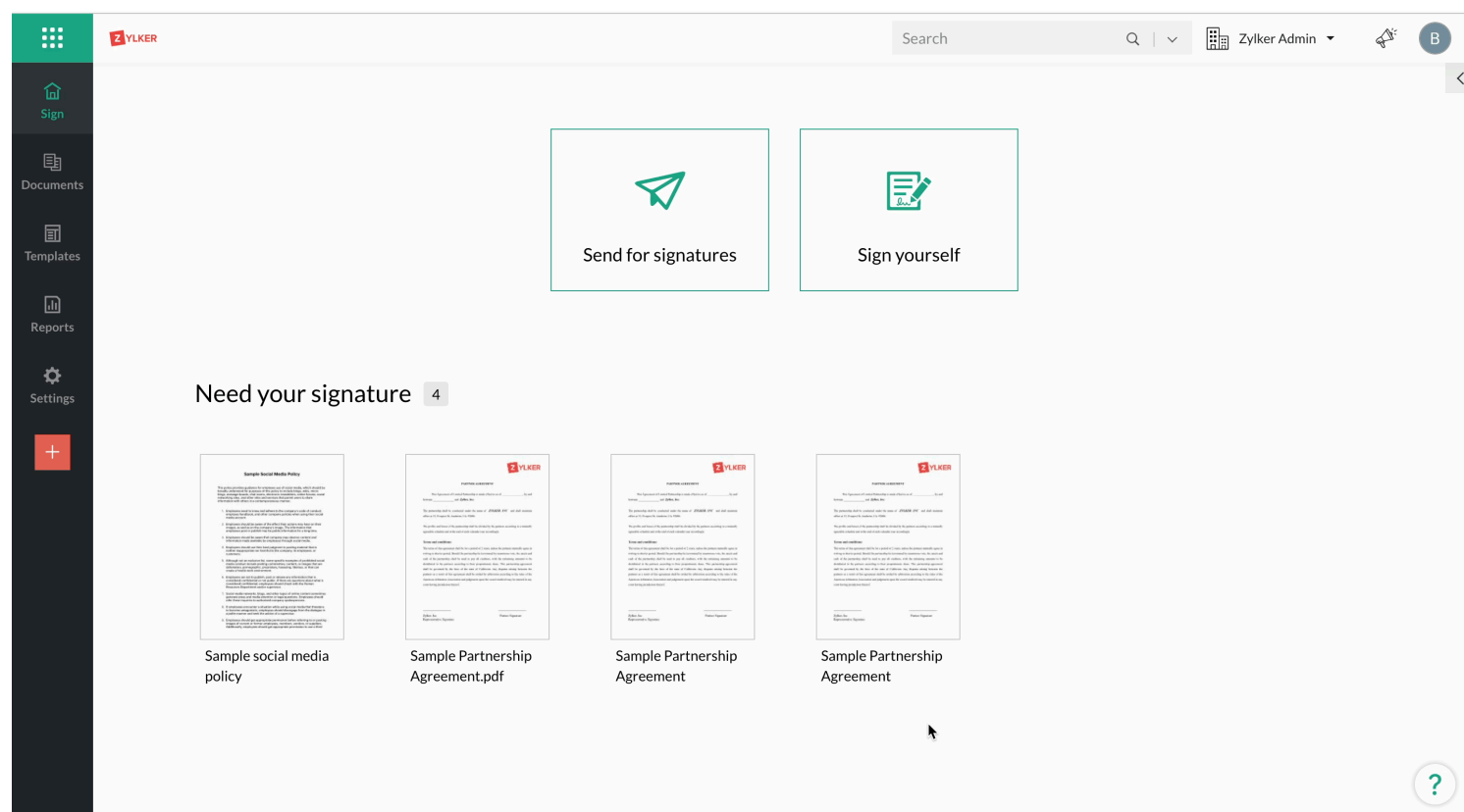
- If all your fields have been auto filled, the signing process will autocomplete by itself.
- You can choose to print or download the document after signing.