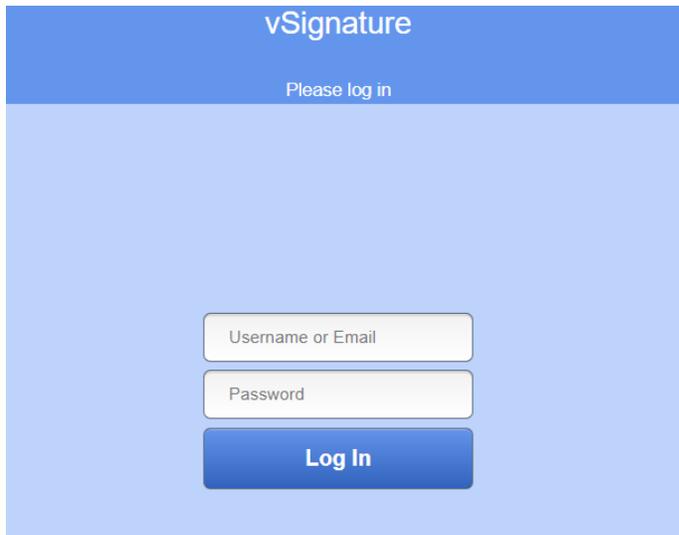


## Step 1. How to add your dealer signature - connect a touch device

Go to this site on a touch device (phone, tablet, etc):  
[www.visionmenu.com/](http://www.visionmenu.com/)

Sign in using the matching credentials for your account. (Your username and Your Password)

3. Once you log in on the screen below, you will see "waiting for dealer" on your touch device. At this point, go to your desktop computer and follow the steps below:



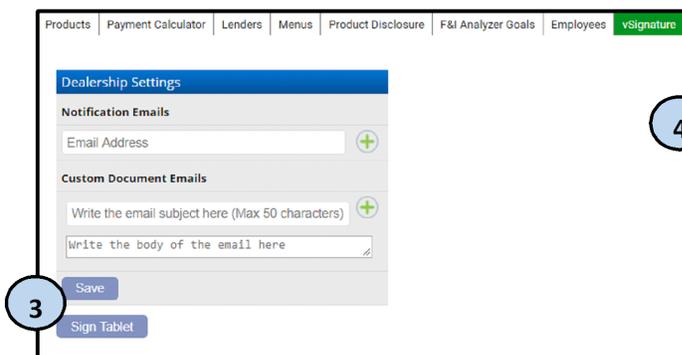
The image shows a login screen for vSignature. It has a blue header with the text "vSignature" and "Please log in". Below the header are two input fields: "Username or Email" and "Password". At the bottom is a blue "Log In" button.



## 2. How to create your user Dealer Signature - Initiate the signature from the desktop

*You must be logged into a touch device. (See above.)*

1. Sign in on the desktop using the same credentials and click setups in the top right hand corner
2. Click vSignature.
3. Click the Sign Tablet button.
  - a. On the touch device you had previously connected, you will be prompted to sign.
  - b. If you don't like it, click the Sign Tablet button again.
  - c. Redo it until you are happy.
4. Log out and log back into VisionMenu.
5. If you don't have access to setups, then you will need to email [support@visionmenu.com](mailto:support@visionmenu.com) for access



The image shows a "Dealership Settings" form. It has a blue header with the text "Dealership Settings". Below the header are two sections: "Notification Emails" and "Custom Document Emails". The "Notification Emails" section has an "Email Address" input field with a plus icon. The "Custom Document Emails" section has two input fields: "Write the email subject here (Max 50 characters)" and "Write the body of the email here". At the bottom are "Save" and "Sign Tablet" buttons. A circled number "3" is next to the Sign Tablet button.

4 Log out and log back in, your signature has been updated.