

4 tips to transform eSignature for distributed work

How eSignature eliminates geographic barriers and accelerates document workflows



INTRODUCTION

The way we work and collaborate has changed — and not necessarily for the better

With teams dispersed and working from disparate locations, everyone is using new tools to collaborate and it's adding unnecessary complexity which slows down document workflows. Digital innovation is great when it works for you, rather than against you.

There is a better way to work together and keep work moving.

Your teams are likely collaborating across multiple apps and platforms, with globally or locally dispersed teams, from anywhere. Yet despite this apparent boom, productivity growth is slowing. In fact, our research shows U.S. teams are wasting as much as 29% of their day on tasks that don't add value to the business.

Why? Because teams switch between as many as 35 apps per day to battle a barrage of notifications and distractions. The last thing you need on top of this is a physical signature process slowing your business down even further — particularly when work is distributed!

Using eSignature technology, you can speed up contract workflows, accelerate the signature process, and create secure and legally binding signatures that integrate with your team's existing workflows, no matter where documents are signed.

In this eBook, we explore how eSignature solutions can help your business grow by:

- Speeding up contract turnaround times by up to 80%
- Accelerating sales cycles, so your customers are onboarded faster
- Centralizing and simplifying contract management by eliminating paper
- Ensuring the end-to-end eSignature process is secure and sensitive documents are protected

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CHAPTER 1

Speed up contract turn around times by 80% – even with remote teams

The process of sharing manual contracts is a strange juxtaposition in today's distributed work environment.

It requires contracts to be created, shared and updated digitally by multiple people or teams, then printed and shared with the recipient for signature. Once signed the contract is then scanned, saved and sent back for review or approval. Any error along the way and the whole process begins again. Not exactly cutting edge in today's economic climate is it?

Now, imagine an environment where a contract can be drawn up securely from any device, people can collaborate on it together in real time from any location, terms and conditions are finalized, amendments are made, and the contract is signed and delivered, all in one seamless, digital experience.



CHAPTER 1

With HelloSign, no matter where you work, you can be sure all your electronically signed documents are available to collaborate in one place, with the most recent version readily accessible.

You can complete and send contracts for signature to the recipient with just a few clicks, and save the signed returned contract in your workspace just as easily within Dropbox.

Electronic signatures don't need to be a time-consuming administrative task; nor cost your business money in lost manual contracts. eSignature is a valuable feature within Dropbox that can actually become a competitive advantage for your business.

Most organizations already have contract management tools, but they are traditionally used for storing contracts and not managing the end-to-end process. By using eSignature technology to digitize your signature process, you can work faster and build better strategic relationships. Through a more streamlined and digital process you can enable better contract collaboration, negotiate efficiencies, and automate many phases of your contract management process.



How Amenify streamlined their contract process with HelloSign eSignature

Challenge

Amenify, an amenities services company, was struggling to manage its signature process due to a lack of oversight, control and visibility; the previous solution required users to complete and sign contracts on a separate platform.

Solution

By integrating eSignature into its existing stack, Amenify's property managers and customers can sign contracts and addendums on the move, 24/7, without having to leave the platform. This seamless, single platform solution gives team leads full visibility of the signature process, and allows employees to create, edit, and delete contract templates without having to leave or jump between multiple platforms.

Results

Since using HelloSign, Amenify has sped up the signature process significantly — contracts are now signed two months faster than before —and reduced human error in the process.

“Before integrating HelloSign Amenify platform, internal resources would have to manually update contract variables. The combination of Salesforce CPQ and HelloSign **automates this process and allows us to get contracts updated and signed** two months faster than before. It eliminates manual data entry and risk of errors.”

Everett Lynn, CEO, Amenify

CHAPTER 2

Centralize and simplify contract management

When teams work across multiple tools and applications, content becomes scattered and productive collaboration becomes increasingly difficult.

To simplify this challenge, you need to centralize your content and streamline document workflows by enabling people to access what they need from wherever they are. eSignature technology helps simplify and accelerate this process, ensuring documents are securely stored in a central location, accessible by all who need them, from wherever they are.

eSignature helps remove paperwork overload by allowing you and your teams to organize and store documents in one, digital location. Working in this fashion simplifies contract management while giving everyone complete visibility into document status; who opened it last and when the paperwork was signed and returned.

In just a few clicks, you can safely and securely send documents out for signature and store them in designated folders. And, using enhanced search functionality, the entire organization can track down any contract needing to be reviewed, at any time, from anywhere when using Dropbox.



How Grayson College minimized its carbon-footprint with HelloSign's API

Challenge

Grayson College is a premier learning institution in Denison, Texas. They enroll up to 5,000 students per term and teaches upwards of 12,000 students every year. With such a high volume of students, there was a large volume of paperwork to collect and complete which presented challenges to both students and staff alike.

Solution

In the hunt for a holistic solution to their paperwork challenges; one which could minimize manual paperwork while still setting the students (and the administration) up for success, Grayson found the perfect fit with our eSignature solution. By integrating HelloSign into its existing workflows Grayson was able to embed digital signing directly into its student portal.

Results

By customizing and white-labelling the eSignature experience, Grayson has simplified the on boarding process for new starters, and created a seamless online experience for existing students.

“We initially embedded HelloSign within our student portal so students could sign a common document like the FERPA Release Form from their online dashboard. We set up the integration so the Financial Aid office would be notified when forms are signed, and a completed copy of the document is attached to the student’s dashboard. We have since rolled out registration forms and other forms. **For the first time students can do things like enroll and get financial aid fully online. It’s huge.**”

Casey Ticknor, Sr. DBA/Project Manager, Grayson College

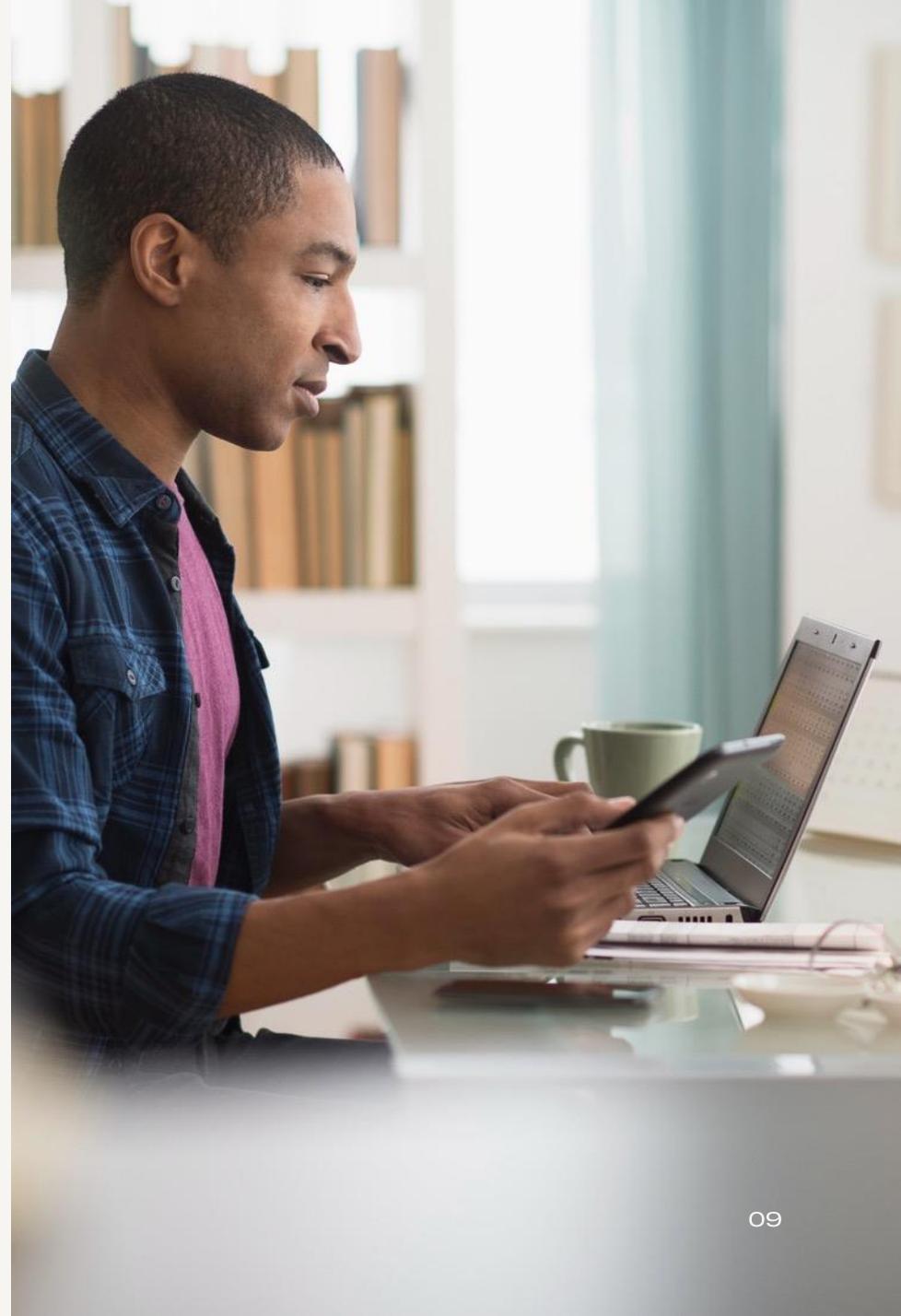
CHAPTER 3

Accelerate sales cycles

When sales deadlines are missed, forecasts are downgraded, and the knock-on impact to annual budget distribution across the business can be dramatic.

It means revenues are realized slower, investments are stunted and innovation slows, which can, in extreme cases, cause customers to become disgruntled or even leave.

eSignature technology can dramatically shorten sales cycles and help you close deals faster without escalating stress levels — even when your teams aren't in the office. Working on contracts collaboratively within Dropbox, you have greater control and visibility over the end-to-end process and status of every digital contract. Completion rates are improved and your sales team can spend more time actively selling, rather than managing the signature process.



How Vendini stripped out admin time and shortened the sales cycle

Challenge

Vendini Inc, a live events management business, was searching for ways to streamline operations and accelerate its signature and Master Service Agreements (MSA) process with clients. The previous process required clients to print, sign, and return the completed contract before it was counter-signed by Vendini's CFO; a lengthy and heavily administrative process slowing down delivery.

Solution

By adopting an eSignature solution, Vendini is able to prepare MSA's in a centralized location before distributing formatted documents to clients. Using this, paired with the mobile capabilities of HelloSign, the sales team is able to see — in real time — when documents have been signed.

Results

Vendini set out to create a smoother sales experience, but by giving the team access to an eSignature solution which allows clients to sign contracts anytime, from anywhere, the sales team is closing deals more quickly.

“We started using HelloSign in the beginning of 2016 and **have had great success closing deals more quickly** — sometimes while the sales rep is still on the phone with the prospect.”

Kathryn Hunt, Head of Product Marketing, Vendini

CHAPTER 4

Secure the end-to-end signature process

In the US, electronic signatures have been legal since 2000, when the ESIGN Act was enacted.

And, the market is expected to reach \$30 billion by 2020, showing that the technology works, is secure, and is fast becoming the de facto way to conduct business — particularly as teams are increasingly dispersed.

In a traditional document workflow, every step of the process is painfully segmented and fraught with risk; think downloading, printing, sharing and securing the final signature before scanning, uploading and saving it. Documents can get lost at any point on this journey — as they move from digital to physical versions — or even fall into the wrong hands.



CHAPTER 4



With an eSignature solution like HelloSign, you can quickly create, and send a file for signature with just a few clicks, regardless of where you are. Once complete, your signed contract is automatically stored in the right folder within Dropbox. And, with end-to-end encryption and clear audit trails, all documents get to the right person securely, with complete transparency throughout the workflow.

Dropbox safeguards signed documents in the platform with advanced architecture designed with multi-layered protection and strict encryption to meet your business' security standards. With content encrypted using SSL (Secure Sockets Layer) — the same level of encryption used by leading banks and government agencies — and encrypted at rest using AES-256bit encryption, so you have peace of mind your business content and contracts are secure.

AdvicePay: improving the bottom line by 30% with HelloSign eSignature

Challenge

AdvicePay, a cloud-based billing and payment solutions provider, was struggling to send invoices, get contracts signed, and collect payments using a single tool. This meant clients had to jump between multiple systems; creating a long-winded and fragmented contract process that was fraught with risk.

Solution

AdvicePay integrated eSignature into its existing platform and now has a single, secure, authenticated solution for clients.

Results

By integrating eSignature, AdvicePay achieved 100% synchronization on its invoices and contracts. This boosted the bottom line by 30%, kept things secure, and facilitated the company's enterprise market expansion.

“We’ve met our goal of adding eSignatures in one to two clicks, and eliminated an external workflow for our users. Instead of having to spend double or triple the time to create and match invoices and contracts, it’s now done automatically. **This has sped the time to manage contracts for advisors by 50%.**”

Joe Timmer, Lead Developer, AdvicePay

Conclusion

Whether its accelerating sales cycles or simplifying your entire contract management process for teams like HR, procurement, operations, finance, and more, HelloSign and Dropbox work together to provide an end-to-end solution capable of handling the new normal of remote working and digital workflows.

Our technology is already helping thousands of customers around the world realize revenue faster by turning documents around quicker. To find out how we can help you do the same, [get in touch](#) with our team to discover how eSignatures can enable you to hit your objectives.



With teams working from home and work becoming increasingly dispersed, eSignatures have never been more essential to keep pace with change and provide a seamless contract workflow.

Make remote work flow
seamlessly with Dropbox,
HelloSign, and [insert
partner].



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