



SOUTHWESTERN UNIVERSITY

Connecting your Adobe Sign to Bonfire

The screenshot shows the Bonfire Contracts Dashboard. In the top right corner, the user profile dropdown menu is open, and the 'Settings' option is highlighted with a red box and a red arrow. The dashboard includes a left sidebar with 'Contracts (569)', 'Templates (3)', 'Archived Contracts', and 'Settings'. The main area displays KPIs (94 Contracts, 0 Contracts At Risk, \$1.4M Total Value, \$1.4M Non-Extendable, \$0 Extendable) and a calendar view for July, August, September, and October 2024. Below the KPIs is a table of contracts with columns for Status, Contract, Department, Vendor, Contract Type, Value, Start Date, Lead Date, and End Date.

Step 1: When in your Bonfire dashboard click on the arrow in the top right corner and select "Settings"

The screenshot shows the Bonfire Settings page. The 'Integrations' option is selected in the left sidebar, highlighted with a red arrow. The main content area is titled 'Integrations' and 'Adobe Acrobat Sign'. It contains a text description: 'To connect your Adobe Acrobat Sign account with Bonfire, click the button below. This will allow you to send your documents for signature through the Contract Documents page using your Adobe Acrobat Sign account.' Below this text is a blue button labeled 'Connect to Adobe Acrobat Sign', which is also highlighted with a red box and a red arrow.

Step 2: Select Integrations from the menu on the left and click "Connect to Adobe Acrobat Sign". This will direct you to Adobe Sign, to securely log into your account.

Adobe Acrobat Sign

Sign In To Your Account

Email:

Password:

Sign In

[I forgot my password](#)

Step 3: Login to your Adobe Sign account. (This may only require your email address before being redirected to confirm access.)

SOUTHWESTERN UNIVERSITY | Powered by Adobe Acrobat Sign

Confirm Access for smith60@southwestern.edu

Bonfire Integration Partner App wants to be able to do the following:

- View your user information
- Login access - providing full access to your account overriding other requests
- Access your documents & data
- Manage the status of your documents
- Create or edit webhooks

Bonfire Integration Partner App will have permanent access to your account (unless you revoke it).

Allow Access Cancel

Step 4: Click "Allow Access". Upon successful connection, you'll be re-directed back to Bonfire.

SOUTHWESTERN UNIVERSITY

Community Projects Contracts Vendors Insights Manage Portal

Erica S. Southwestern Unive...

Settings

- Name
- Profile Picture
- Preferred Language
- Timezone
- Support Portal
- Integrations**

Integrations

Adobe Acrobat Sign

✔ Your Adobe Acrobat Sign account is connected to Bonfire. Navigate to your Contract Documents to start sending for signature. If you would like to disconnect your account click the button below.

Name: Erica Smith
Email: smith60@southwestern.edu

[Disconnect from Adobe Acrobat Sign](#)

[Technical Support](#) [Portal Security](#) [Terms of Service](#) [Privacy Policy](#) [Sitemap](#)

Powered by  **Bonfire**



Your Adobe Sign account is now connected to Bonfire.