

Adobe

Acrobat, Photoshop, Premiere, etc.

- [How to install Adobe software](#)
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How to install Adobe software

How to install the newest version of Photoshop, Illustrator, Premiere, Acrobat, Lightroom, etc. on your computer.

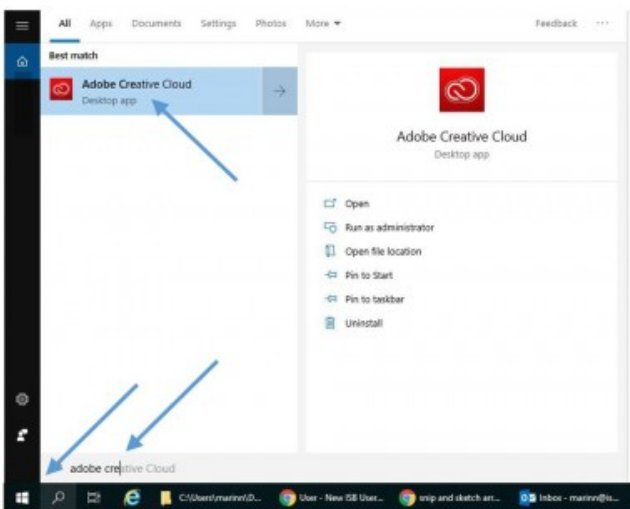
(First, please check with the IT office to make sure that your ISB Adobe account is active and merged with your email account.)

Windows version.

Press the **Start** button and write Adobe Creative in the search field. Open the **Adobe Creative Cloud** app.

Mac version.

Press the **Spotlight** button and write Creative Cloud in the search field. Open the **Creative Cloud** app.



In the window that pops up Sign in using your email and click on **Continue**. If it asks you to choose an account chose the **Company or School Account** one. If not, please insert the **password** that you use to log in to your email and click on Sign In.

Email address
testcedric@isb.be

Continue

Or

Continue with Google

Continue with Facebook

Continue with Apple

Protected by reCAPTCHA and subject to the Google [Privacy Policy](#) and [Terms of Service](#).

Email address
testcedric@isb.be

Personal Account

Company or School Account

Sign in with a different email address

In the new window that pops up insert your ISB email and click Next , your password, and click on Sign In. Insert the code that you receive on your phone or approve your sign in via the authenticator App.

Enterprise ID Sign in

ISB The International School of Brussels

Sign in

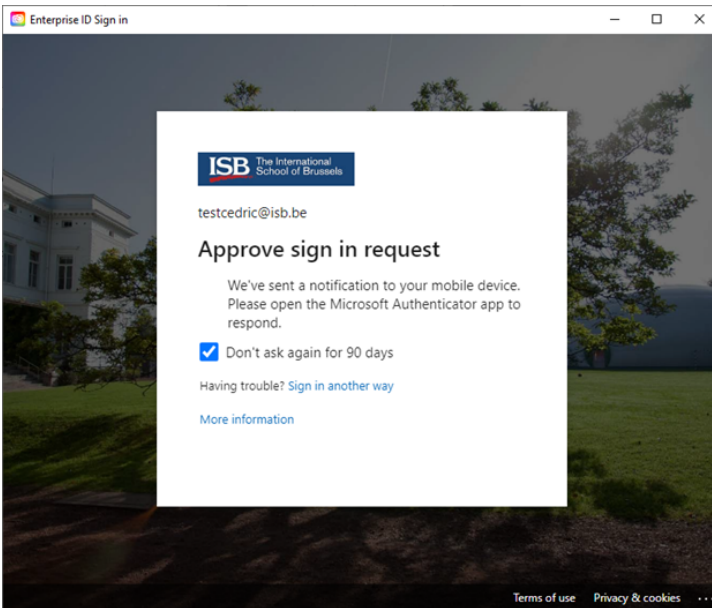
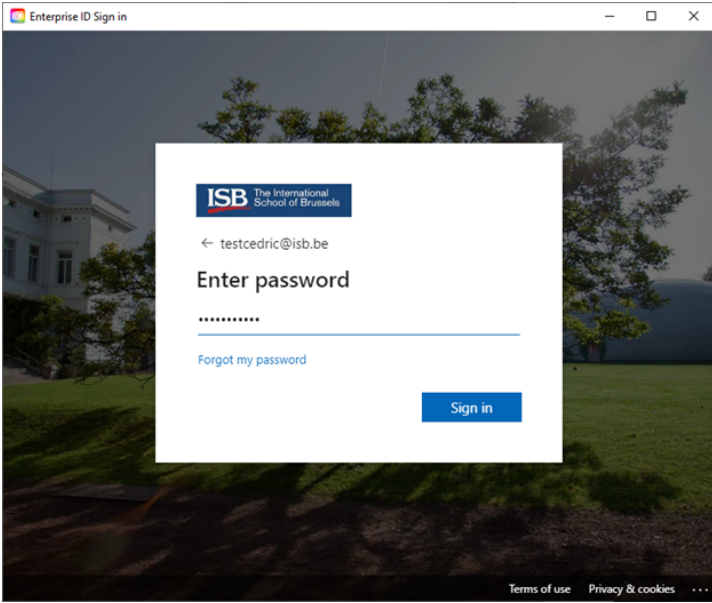
testcedric@isb.be

Can't access your account?

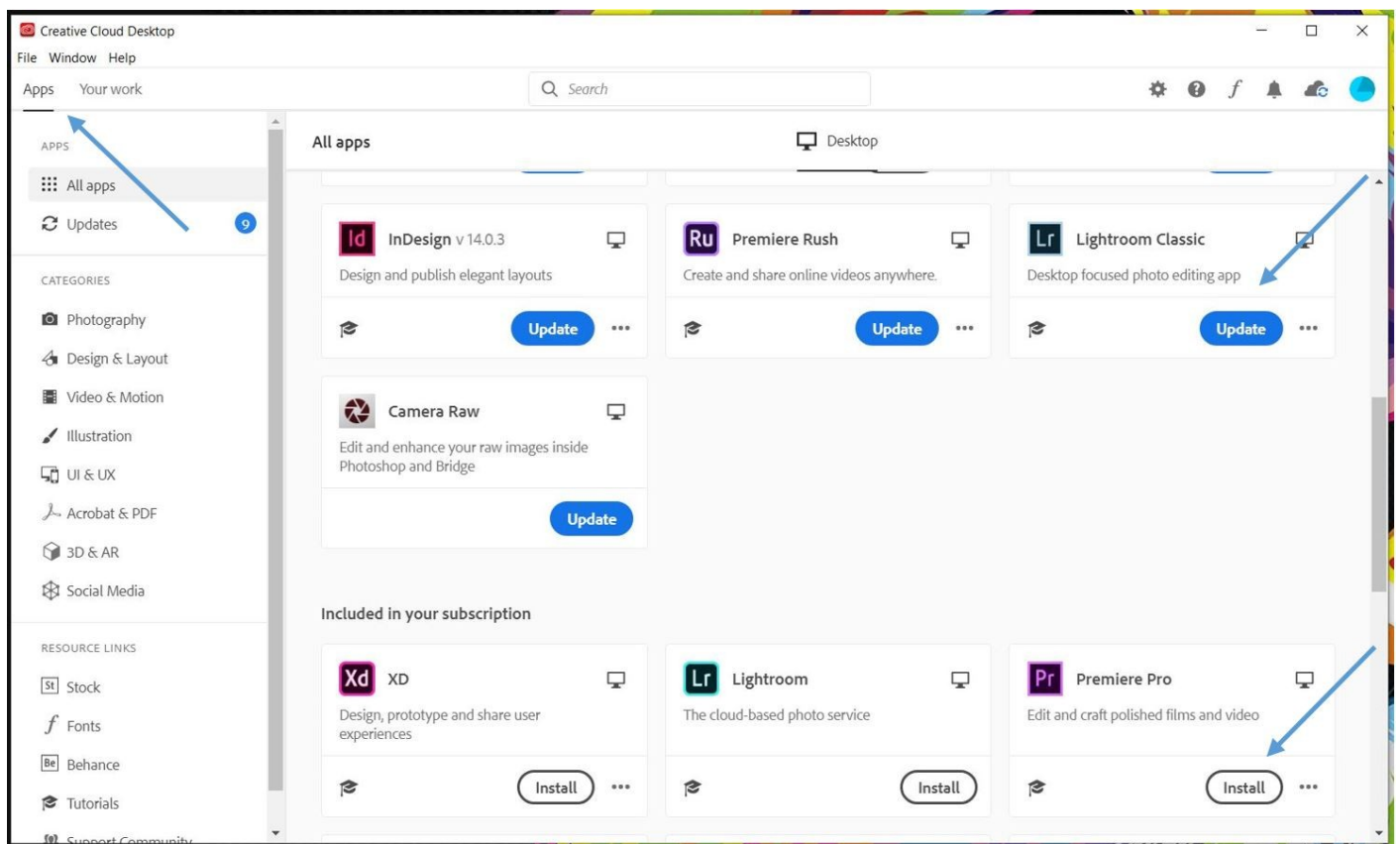
Sign-in options

Next

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After the sign-in is complete Creative Cloud will check to see what Adobe apps you have installed on your computer, this can take up to 10 minutes. When done, in the new Creative Cloud window, click on the Apps tab and update or install the ones that you need. You can always come back and install more if needed.



Use the same technique as in the first step to find the installed apps. If you use them often pin them to the taskbar or dock.

Adobe Acrobat Sign

(click on the chapter to fast jump to it)

How to:

Sign in to use Acrobat Sign: Acrobat Sign is a web-based application.

Configure your user account: verify and edit your profile information; choose a default signature and style; set up your events and/or notifications.

Prepare and send a document for signature: select a document, add fields for signatures, names, date, etc., and send it.

Supported files that can be edited, sent, and signed - DOC, DOCX, RTF, XLS, XLSX, PPT, PPTX, TXT, CSV, HTML, HTM, TIFF, TIF, BMP, GIF, JPG, JPEG, and PNG. Adobe Sign can also read and use your Google docs.

Complete and Sign a document using Fill and Sign: use Adobe Sign to fill in a document and sign it.

Manage and track documents sent for signature: find a document, view their status, and print or export as PDFs. Send a reminder, or cancel the transaction.

Sign an agreement: how to sign a document received over email. No additional software is required.

Sign in to use Acrobat Sign

- Please open <https://secure.echosign.com/public/login> to sign in.
 - Use your ISB email; click on the password field and wait a few seconds for Adobe to recognize the account. When asked what type of account it is, please select **Company or School Account**.
 - If not automatically logged in, use your ISB email password to sign in.

Configure your user account:

- In the video below, you can learn how to verify and edit your profile (**important**), choose a default signature and style, and set up your events and email notifications. Note: most alerts are unavailable in our environment because Adobe cannot check when or if somebody opened an agreement.

Prepare and send a document for signature:

- Select a document, then add fields for signatures, names, date, etc., and send it for signage.
 - Supported files: DOC, DOCX, RTF, XLS, XLSX, PPT, PPTX, TXT, CSV, HTML, HTM, TIFF, TIF, BMP, GIF, JPG, JPEG, and PNG.
 - Adobe Sign can also read your Google docs. When first accessing it, please allow the pop-up to open, reload the page, and give Adobe permission to read your Google Drive. It will read the selected document, transform it into a PDF and send it.
- Password protect the document if needed
- Some of the options presented here are not available because Adobe doesn't have control over our environment.
- A quick look at what the signer will receive

Complete and Sign a document using Fill and Sign:

- Use Adobe Sign to fill in a document and sign it

Manage and track documents sent for signature:

- Select the Manage tab and find the document you want to manage by using the search field or the Status panel on the left. You can view documents and their status and print or export them as PDFs. For the ones In Progress, you can also send a reminder or cancel the transaction.

Sign an agreement:

- How to sign a document received over email.

<https://www.youtube.com/embed/xVf7bdbq36M>

- No additional software is required to sign documents, but Adobe will try to convince you (see underneath) to log in or create an account with them at the end. Please ignore this and close the page; no other actions are needed.



You're all set

You finished signing "tickets".

We will email the final agreement to all parties. You can also [download a copy](#) of what you just signed.

Don't have an Adobe account?

- ✓ Access future agreements anywhere on the web
- ✓ Fill, sign, share, or comment on any PDF
- ✓ Send 2 free agreements for e-signature on a monthly basis

[Create account](#)