Accounts
How to Sign into Docusign

Prerequisite: [Request a Docusign Account](#)

Signing into Docusign with your TRACKS account.

Once you have received a confirmation email that your Docusign account request was completed, follow the instructions below to sign into Docusign.

1. Go to the website: [account.docusign.com](http://account.docusign.com), enter your FIT email address, and click Continue.

![DocuSign Login Screen](docusign_login.png)
Accounts

2. Click the button labeled **Use Company Login**.

3. You should be redirected to our **TRACKS Login Portal**.
4. Sign in with your TRACKS Username and Password.

You should now be signed into Docusign.