

# Create an Agile Business with *eSignature* Technology



Today, digital transformations have altered the way businesses function. Multiple departments such as marketing, sales, accounting, and human resources reap the benefits of this type of digitization process. Signatures play a pivotal role in business operations, especially for these teams. Hence, it's not surprising that electronic signature software solutions have become a crucial part of this digital transformation. Plus, its uses have become a key example of the digital embodiment.

## Manual vs. Electronic Signatures

Many companies still rely on manual methods for collecting signatures on contracts using the pen and paper, scanning, faxing, and shipping method. Employees spend productive hours waiting for documents to be signed, returned, and also attempting to track down a contracts' status with any pending signatures. Occasionally they need to resend documents, which are misplaced or not appropriately filed, adding to the overall cycle time, making it a less efficient process. Organizations found such traditional procedures gradually fall short of expectations and ultimately harm for clients and employees, because both parties require an overall excellent experience.

With the help of a cloud-based eSignature solution, businesses have converted paper-based methods into digital processes, which minimize the number of forms needed to be printed, scanned, and shipped. Multiple companies utilize mobile capabilities in order to reach out to users who are out of the office. This reduces the time needed for users to wait for signatures to be returned and significantly minimize the overall cycle time of workflows. The solution also enhances the overall signature experience by streamlining these manual procedures for all parties involved while still making it easier to collect signatures onto contracts.

# Business Hurdles with Physical Signatures

## Manual Signatures No Longer Meeting Client and Employee Expectations

Traditional procedures of collecting signatures prevents staff from completing tasks quickly, which minimizes the time they have to spend on essential tasks. Teams who work remotely or travel often require a solution that is easy to use on any smart device and which does not require access to a computer, scanner, or fax machine. Clients expect a more digital-oriented experience, which was not being met with the paper and ink process.

## Compliance and Security Challenges

Paper contracts with sensitive details are sometimes misplaced and do not reach the relevant parties involved. Updating these documents was difficult when regulations changed and text around compliance need to be altered. Workers needed to search for source files and verify all the forms were sent out with the appropriate text which was challenging to do without a standardized digital form solution.

## Ineffective Signature Collection Methods

Paper-based signatures result in inconsistencies from preparing, printing, scanning, faxing, and monitoring documents throughout the entire process manually. Once companies receive signatures, staff members then spend their time re-entering data into a system, scanning those contracts to store them electronically, and filing them in physical file cabinets for future retrieval.

# Harnessing the Power of Automation

## Empower a Mobile Workforce

No matter whether your team members work out in the field or at the desk, there is always ways to reach someone, i.e., through their mobile device. An eSignature tool with a mobile application can significantly enhance your workforce's follow-up rate and allow representatives to respond dynamically when a lead opens a contract for the first time and much more.

## Streamline Line of Business Methods

The solution minimizes the time spent on filling out employee paperwork and other onboarding document or contracts. Sales departments can obtain faster turnaround times for documents than old legacy methods. Plus legal teams can make massive edits to a document without any difficulty, but the system will also create new versions each time for auditing purposes.

## Enhance Customer Experiences Using New Digitized Processes

Eliminating paperwork and wet ink signatures completely improves a business reputation in the eyes of its clients and potential customers. It also increases consumer satisfaction levels as clients no longer need to finish time-consuming signature methods or wait for long cycle times.

## Reduce Office Space and Paper-based Expenses

An eSignature software will save a considerable amount of money on supplies from paper-based processes. By eliminating offline contract processing, you can save up to 10,000 sheets of paper each year. It will also cut down maintenance costs as well, something most companies would like to be rid of anyway. Also, organizations save space when bulky cabinets

are replaced with cloud storage and hard drives. With just a few clicks, the needed document is in front of you on the screen. Hence, no more endless shuffling through papers stored in file cabinets.

## **Create Incremental Revenue via Process Automation and Enhanced Competitiveness**

In addition to reducing the drop-off rate with digital enrolments, many companies figured out that an eSignature solution makes incremental revenue. Minimizing cycle times signify so salespeople can be more efficient with their time, enhancing the volume of deals and improved competitiveness within the market, which results in less business loss than the lengthy paper-intensive methods still being used by many organizations.

### **Less Time Spent Enrolling New Clients**

Complex and lengthy enrollment processes are completed and lots of time is required to complete these legacy methods. Leveraging digitized forms optimizes the client experience and removes errors and delays generated from manual workflows.

## **Reasons to Make the Transition**

There have been numerous improvements to leverage with modern technology by making our lives simpler, and electronic signature solutions are the next significant step in this direction. Plus, once a solution is implemented successfully, it will deliver an outstanding customer experience through seamless advanced methods.

Electronic signatures are paving the way to a paperless future. So, now is the right time to update your business operations in order to remain ahead of the competition. Eliminating paper can save time, resources, and money all while boosting customer experiences and opinions of the organization.

# About SutiSoft

SutiSoft develops a comprehensive suite of cloud-based business platforms and solutions for companies of all sizes. These platforms include scalable and easy-to-use solutions for HR, Employee Travel and Expense, CRM, Document Management, Business Data Analytics, and Electronic Signature. Our platforms and solutions enable small, mid-size, and large enterprises to control costs, save time, and make smart business decisions. Headquartered in Los Altos, California, SutiSoft also has regional offices in Germany, India, and Japan. For additional information visit our website at <https://www.sutisoft.com>

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