



Dear Abhishek .,

Please access your Offer Letter from the below URL:

<https://r10.to/h6V0dL>

If you are ready to accept this Offer, please make sure to e-sign it.

NOTE: Please fill in your home address using **ENGLISH** if you received your offer letter in English.

When you are done signing your Offer Letter and Offer Appendix document, please make sure to complete submitting the task in your Candidate Home by clicking the "OK" button.

E-sign manual

< How to sign and answer the Questionnaire >

- 1 . Login to My page after receive E-mail of Offer letter
- 2 . Get "Start" of Task of Offer Letter
- 3 . Open PDF of "Review Document"
- 4 . Press URL on PDF (Candidate should save PDF or URL)
-----From here, another window of Web Browsers will open-----
- 5 . Review the Offer Letter, Click sign area and sign
- 6 . Scroll the offer letter, click sign area on Appendix(automatically reflect sign of #5)
- 7 . The screen change to Privacy Policy, click sign area.(automatically reflect sign of #5)
----- Another window of Web Browsers will close-----
- 10 . Candidate go back to window of Workday, and submit Offer Letter
- 11 . Move to answer the Questionnaire
- 12 . Review information of candidate, and click OK button

* candidate should proceed task of the link named "Update Name and Contact Information"

