Revu Tutorial: Digital Signatures

Bluebeam PDF Revu supports adding digital signatures to PDF documents. Digital signatures are used to secure final copies of PDF files, protecting your documents by:

•Indicating that you have validated the contents of the document.
•Enabling document recipients to verify your identity by trusting your digital ID.
•Notifying document recipients if the file has been modified after you have approved it.

This tutorial will explain how to add digital signature fields, digitally sign PDFs and manage digital signature appearances. For more information about digital signatures, including how to obtain or create a digital ID, go to the Revu Help Guide by pressing "F1".

Add Digital Signature Fields

The first step to digitally signing a document is to place a digital signature field. This field may be signed by you or any other document recipient.

Place a digital signature field by going to Document/Signatures/Add Signature Field or by clicking the icon on the Revu toolbar. Use your cursor to select the area on the document for the signature, then save the PDF.


on frames with transoms or sidelights must identify that
ludes same.

e labels or stamps applied to frames must be provided
as been approved by a laboratory or organization to
up services for fire-rated opening assemblies.

Representative #1

Representative #2

If multiple people will sign the PDF, begin by placing multiple digital signature fields. The first person signing the document must choose the **Document Certification** radio button in the *Sign* dialog. Once the document has been certified, all other signers can sign the document using the **Digital Signature** radio button in the *Sign* dialog.
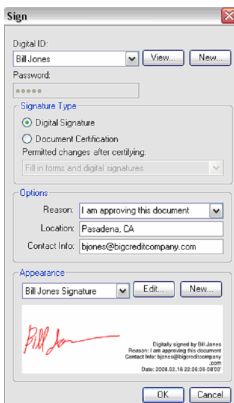
Digitally Sign Files

To sign a PDF that already contains a digital signature field, click on the signature field to display the Sign dialog box. Choose the digital ID you want to sign with, enter the password and select Digital Signature for the *Signature Type*. Under the Options section, you may select a reason for signing the document and manually enter in your location and contact information. The file must be saved after it is signed.

If you want to place a digital signature field and then immediately sign it, go to Document/Signatures/Sign Document or click the icon on the Revu toolbar. Follow the steps above to place a digital signature field and then sign the document.

Manage Digital ID Appearances

Revu allows you to create one or more appearances for your digital ID by adjusting the text and graphic displayed in your digital signature. Adjust digital signature appearance settings by going to Document/Signatures/Digital IDs. Select your digital ID, click the Manage Appearances button then click the [+] icon.

The Signature Appearance dialog will now display. After giving a title to the signature appearance, configure the following appearance settings:

•Digital Signature graphic and its position.
•Text displayed with the digital signature.
•Text properties including alignment and font size.
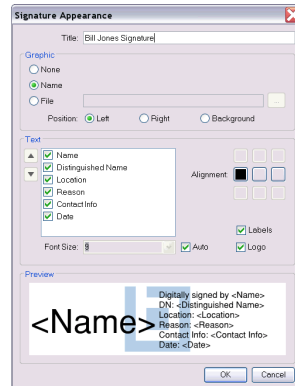
You can also select a Title for your signature appearance. As you adjust these settings, Revu will preview your digital signature in the Preview window at the bottom of the Signature Appearance dialog. Click OK once you have selected the desired appearance settings.