


Elevate HR efficiency with Adobe Sign and Adobe Acrobat



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Adapt quickly, collaborate better, and make employees more productive by digitizing document processes and adding trusted, legal e-signatures.

In today's changing world, it is essential for HR processes to be modern, digital experiences. From first point of contact through hiring, onboarding, and the entire employee lifecycle, these experiences need to effectively engage and efficiently handle the task at hand—regardless of workforce location.

HR organizations face the challenge of transforming existing processes in order to serve a workforce that is now mostly remote. Any HR process that is interrupted by manual or paper-based steps—such as approvals, signatures, data reentry, and form filling—delays critical business and risks frustrating candidates and employees alike.





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HR has #1 highest amount of processes interrupted with paper-based steps*

Productivity suffers when staff spend too many cycles recreating documents, chasing signatures, locating missing paperwork, and fixing errors. And companies are exposed to more legal and business risk due to incorrect paperwork and outdated policies. The ability to deliver an all-digital HR experience that works on any device, streamlines HR processes, and provides an exceptional experience is required to rapidly adapt in these changing times and ultimately shape a transformed future.

Make HR processes fast and easy with Adobe Document Cloud.

Make inconsistent, paper-based HR processes a thing of the past. Take advantage of a lightning-fast return on investment with Adobe Document Cloud, which includes Adobe Acrobat DC, Adobe Sign, Adobe Scan, prebuilt integrations, automated workflows, and robust APIs. Businesses are able to transform inefficient HR processes into uninterrupted, 100% digital document workflows that integrate with their existing Human Capital Management (HCM) systems and are complete with e-signatures that are legally binding and globally secure. By optimizing the employee experience, Adobe helps organizations adapt rapidly to better serve their global workforces while cutting costs and reducing delays. This enables HR teams to stay focused on winning and retaining the best talent and executing initiatives that drive the organization forward—maximizing collaboration, efficiency, and ultimately profit.

Adobe Document Cloud can elevate efficiency across HR processes:

 Attract	 Onboard	 Manage	 Transition
<ul style="list-style-type: none">• Job requisitions• Background checks• Nondisclosure agreements• Confidentiality agreements• Approval workflows	<ul style="list-style-type: none">• Digital paperwork reviews• Dynamic assembly of HR paperwork• Personalized new hire packages• Offer letters• Direct deposit• Verified identity• Approval workflows	<ul style="list-style-type: none">• Code of conduct• Training compliance• Employee handbook• Request for time off• Policy acknowledgments• Leave of absence requests• Compensation changes or promotions• Stock plans	<ul style="list-style-type: none">• Exit forms• Separation agreements• Internal offer letters• Relocation agreements• Remote employee agreements

*New Digital Document Processes Are Shifting From Best Practice To Business Necessity, a commissioned study conducted by Forrester Consulting on behalf of Adobe, June 2020.

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HR organizations challenged by today's changing world need modern digital processes that can scale to meet the demands of a mostly remote workforce. This solution brief outlines how Adobe Sign and Adobe Acrobat can help organizations collaborate better and make employees more productive from first point of contact through hiring, onboarding, and the entire employee lifecycle.