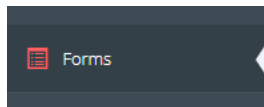


Completing your Field Handbook Sign Off in EXXAT

Start by logging into [EXXAT](#). From your Dashboard, you will Navigate to Forms



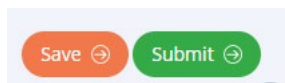
Click on the pencil icon next to Handbook Sign Off



Complete the form by filling in all information. Be sure that you add your electronic signature to the bottom of the form.

A screenshot of the form's main content area. At the top, there is a grey bar with a checked checkbox and the text "Yes". Below this is a light grey bar with the text "Please sign your name below to confirm that you have reviewed the". Underneath is a white rectangular box containing a handwritten signature that reads "STUDENT". At the bottom, there is a light blue bar with a checked checkbox and the text "I have verified all answers".

You can SAVE the form to return later and finish completing the form.



Once you have completed, the form hit SUBMIT