Submitting your Senior Signature using Paint:

1. On your laptop/computer, go to the search box at bottom of your screen and type in Paint. (select Paint and not Paint 3D)
2. When it opens, go to the TOOLS icon and select the Pencil
3. Click the SIZE icon and scroll down to your choice
4. Using a stylus or your finger, sign you name.
5. Click on the SELECT icon and choose the Rectangular selection, then crop your signature.
6. Go to FILE and select SAVE AS.
   1. Name your document “yournameSIG” and then save as a jpg
7. Go to location on your computer where you saved it, open it to see that it actually saved.
8. It is now ready to be sent to [pvayearbook@gmail.com](mailto:pvayearbook@gmail.com), along with your senior pic, your baby/toddler pic, and your senior quote, all in 1 email.