

# Reading Motivation Permission Slip Guide on How To Send

## 3 Options

(Without downloading an app)\*

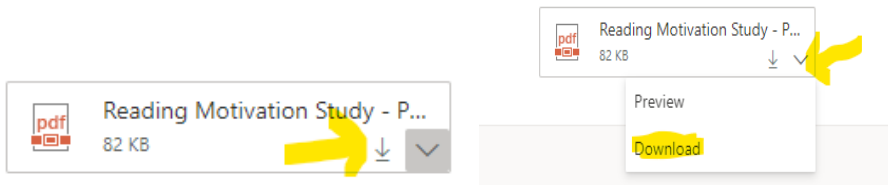
\*If you have the Adobe app, you can sign the pdf and email signed copy to your teacher

### Option 1

Download, Print, Sign, Scan, Email

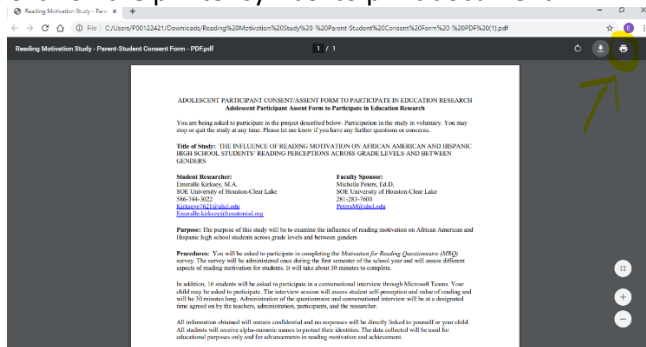
#### 1. Download

Download document by clicking one of the down arrows



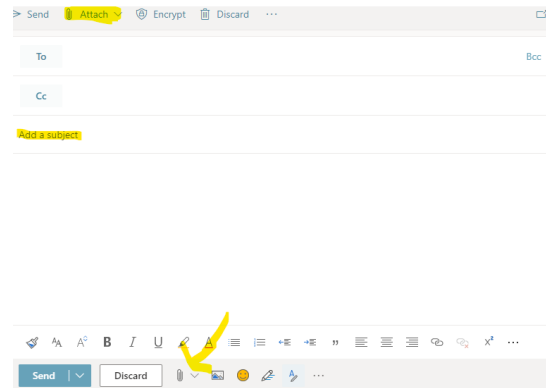
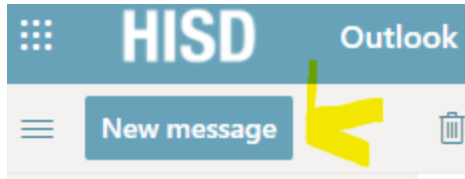
#### 2. Print

Click on the printer symbol to print document



#### 3. Sign, Scan, Email

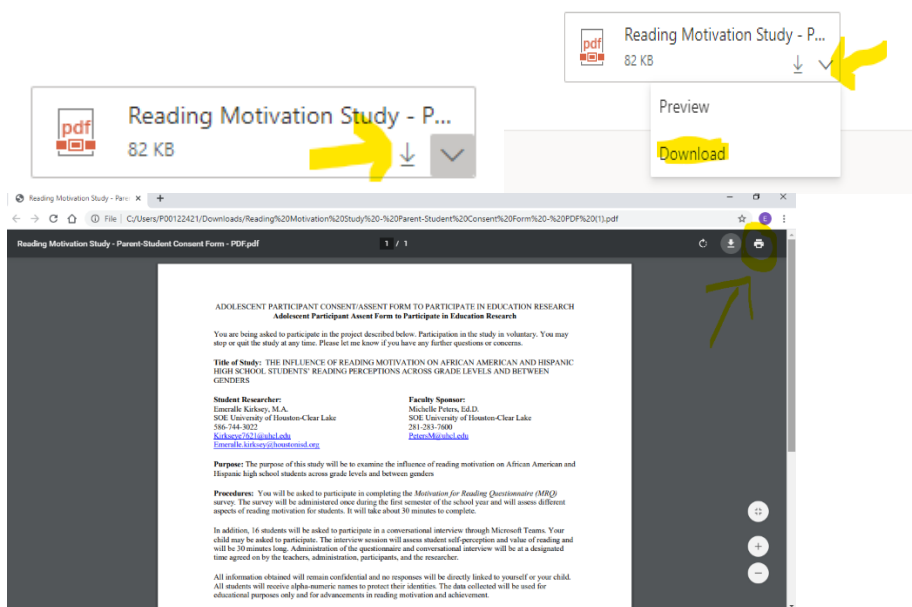
Once printed, sign and scan the document. Attach signed document to email. Put your last name and then the title – **Motivation Permission Slip** – in the subject line. Send signed document to your teacher.



## Option 2 Download, Print, Sign, Take a Picture, Email

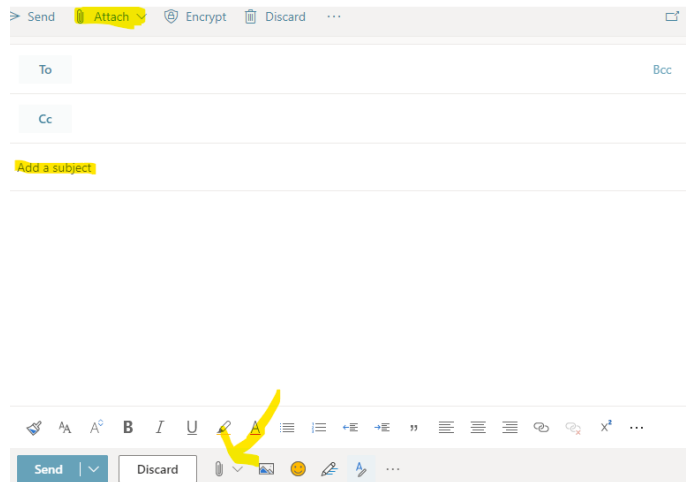
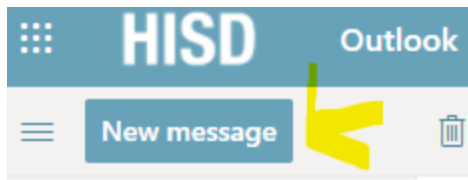
### 1. Download

Download document by clicking one of the down arrows



### 2. Sign, Take a Picture of Signed Document, Email Picture

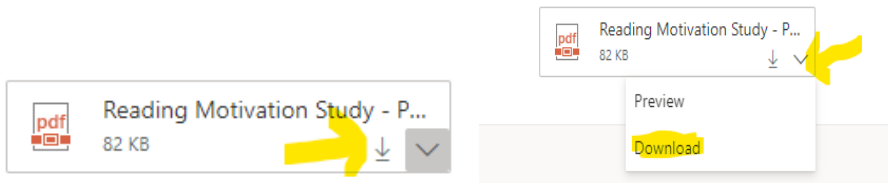
Once printed, sign and take a picture of the signed document. Attach signed document to email. Put your last name and then the title – **Motivation Permission Slip** – in the subject line. Send signed document to your teacher.



### Option 3 Download, Sign Electronically, Email

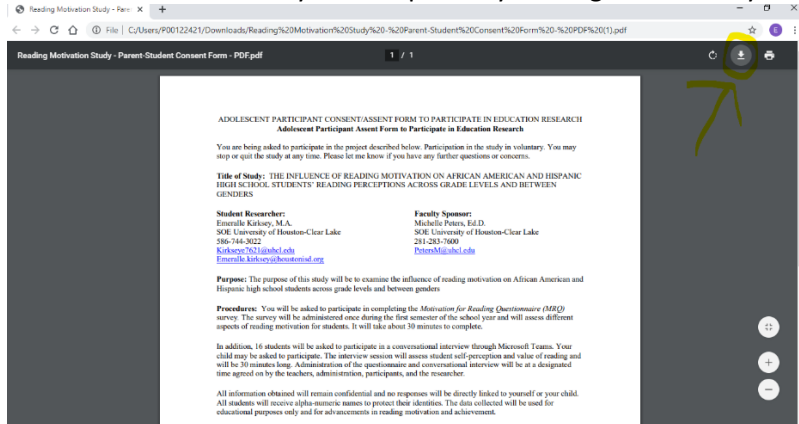
#### 1. Download

Download document by clicking one of the down arrows



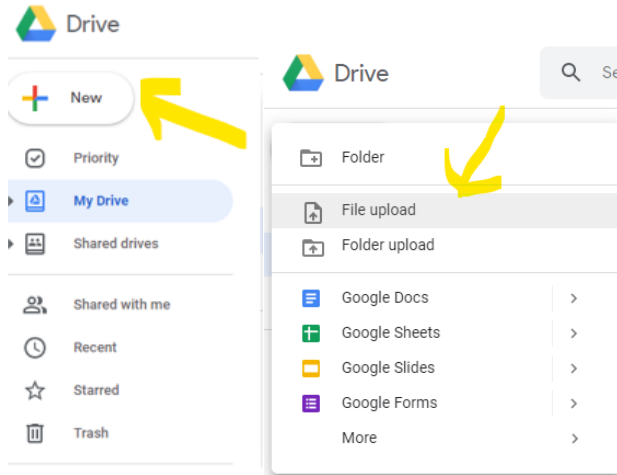
#### 2. Download to your computer

Download document to your computer by clicking the arrow symbol



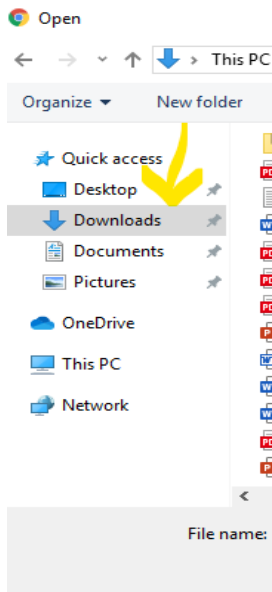
#### 3. Google Drive

Go to drive.google.com. Students should sign in using their HISD email. Upload the consent form to Google Drive. Click NEW then click FILE UPLOAD

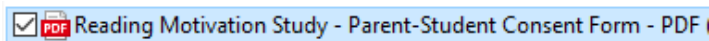


#### 4. Find File

Find the file under downloads

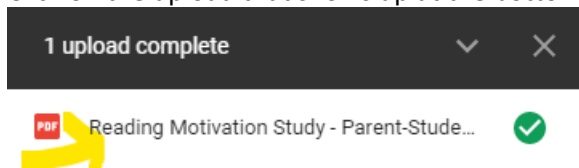


Search for the Title below and double click



#### 5. Upload File

Click on the upload that shows up at the bottom of the screen



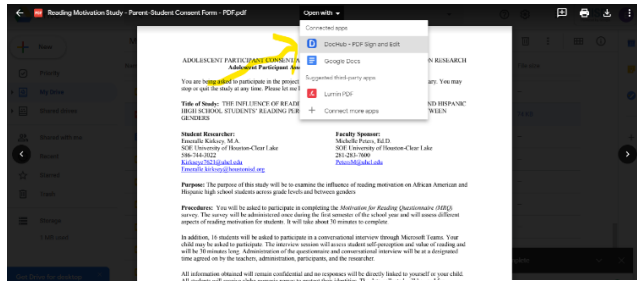
OR

Search for the document in Google Drive

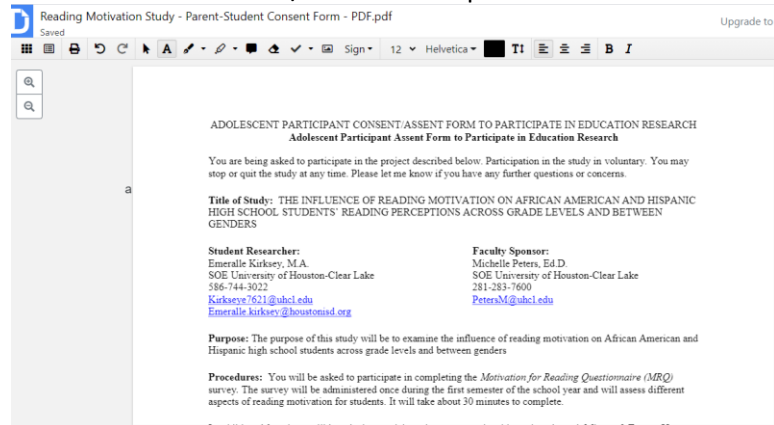
PDF Reading Motivation Study - Parent-Student Consent Form...

## 6. Read Permission Slip

Open the Document with DocHUB



Read the Consent Form/Permission Slip



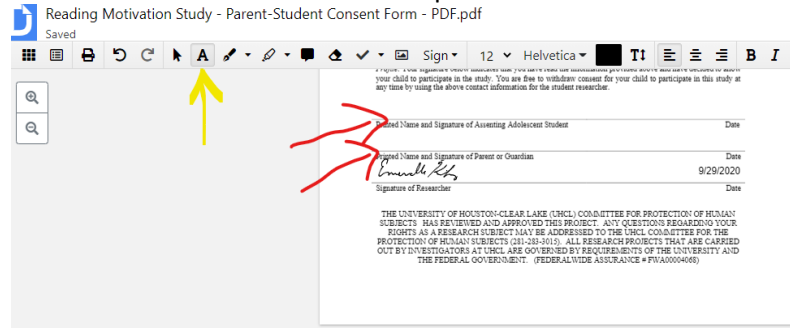
## 7. Print Name

Scroll down to the bottom of the document to print and sign

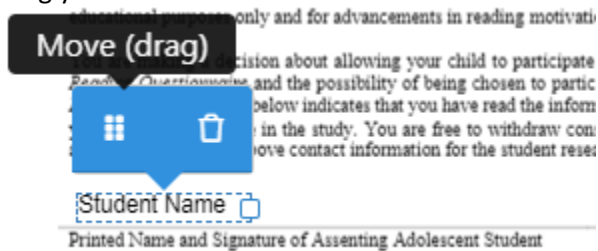
Printed Name and Signature of Assenting Adolescent Student	Date
Printed Name and Signature of Parent or Guardian <i>Emmale Rhs</i>	Date 9/29/2020
Signature of Researcher	Date

THE UNIVERSITY OF HOUSTON-CLEAR LAKE (UHCL) COMMITTEE FOR PROTECTION OF HUMAN SUBJECTS HAS REVIEWED AND APPROVED THIS PROJECT. ANY QUESTIONS REGARDING YOUR RIGHTS AS A RESEARCH SUBJECT MAY BE ADDRESSED TO THE UHCL COMMITTEE FOR THE PROTECTION OF HUMAN SUBJECTS (281-283-3015). ALL RESEARCH PROJECTS THAT ARE CARRIED OUT BY INVESTIGATORS AT UHCL ARE GOVERNED BY REQUIREMENTS OF THE UNIVERSITY AND THE FEDERAL GOVERNMENT. (FEDERALWIDE ASSURANCE # FWA00004068)

Click the **A** to create a text box and print the student name.



Drag your name to the correct line.



Repeat for parent/guardian name

## 8. Sign Name

Click SIGN to create your own signature for the student and parent/guardian name



Click create your signature.

Sign ▾ | 12 ▾ | Helvetica ▾ |

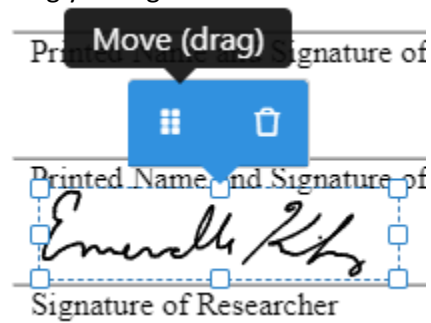
Create your signature...

Manage your signatures...

There are several options to create your own signature: Phone, Draw, Upload Image, Type. Choose one and then click save.



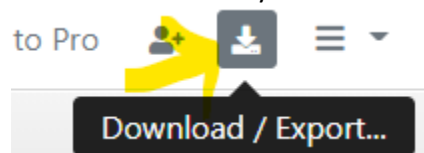
Drag your signature to the correct line.



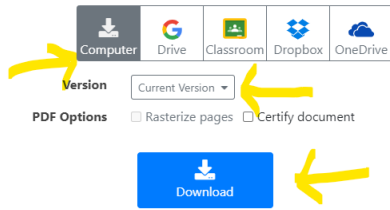
Repeat for parent/guardian signature

### 9. Download signed document to computer

Click the download symbol in the upper right-hand corner

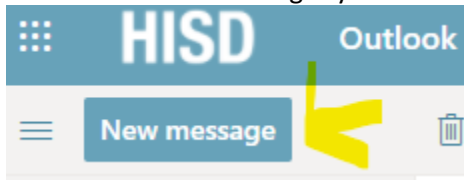


Download the current and signed version to your computer.

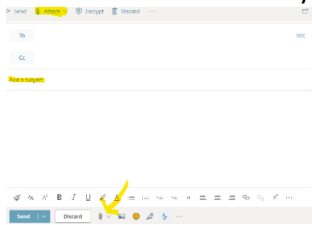


### 10. Email document to teacher

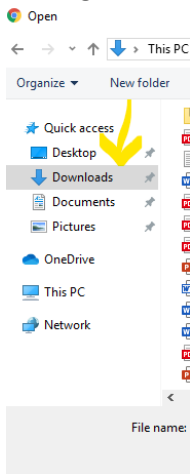
Attach the document to your email and email the document to your teacher. Click on the New Message symbol on the left-hand corner



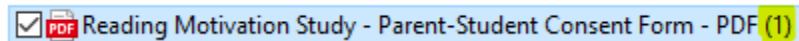
Attach the document to your email by clicking attach



Finding the document in downloads



The downloaded copy will say PDF 1



Once attached, put your last name and then the title – **Motivation Permission Slip** – in the subject line. Send signed document to your teacher.