

Pflugerville Independent School District

Access and Sign your Electronic Contract

https://oems.pfisd.net/Dashboard/

Log On using e# (Ex. e8######) and current password.

 Click the *Contract* link. Then click View and Sign Contract.

The contract document will appear in a new box. Continue scrolling to read the entire document.

Please select an action from the list of options below:

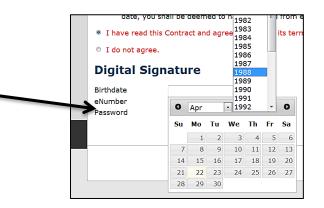
Contract

- 2. Scroll down to the bottom of the page.
- 3. Click to select either
 - a. "I agree" or
 - b. "I do not agree" with the terms of the contract. If you select "I do not agree", a Reason Box will display. You will need to enter an explanation/reason to continue.



Digitally signing the document requires the user to supply the following information.

- 4. **Birthdate:** A calendar will open for selection. Use the drop down arrows to select the month, the date and the year of your birth.
- 5. **eNumber** (e8#####)
- 6. Password: Same as your computer/email.
- 7. Verify all information is correct and then click **Submit**.



8. The Submitted Window opens displaying an acceptance message:

"Accepted on (date and time)."

- 9. Click the **Close** button to view your contract.
- Click "View" to View, Save, and/or Print a copy of your contract.

date, you shall be deemed to have resigned from Accepted on 4/22/2013 9:51:22 AM. Close this window to refresh the page and download a P



