## Okta login instructions for DocuSign

## How to Guide

## Note

These instructions are intended for DocuSign users to provide Single Sign-On and Multifactor Authentication.

Step 1: Go to https://www.docusign.net/

**Step 2:** On the login page, enter your City email credentials and click **Continue**.

DocuSign
Please log in to your accoun
Email address
CONTINUE
No account? Sign up for free

Step 3: Click Use Company Login.

DocuSign
Please log in to your account
scott.tiger@memphistn.gov
Password
LOG IN
Forgot password
USE COMPANY LOGIN
Sign in as a different user
Cancel

**Step 4:** You will be directed to the OKTA login page for authentication. Enter your OKTA credentials to be logged in to your DocuSign account.

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	MEMPHIS
	Circo In
	sign in
	Username
	Please enter a username
	Password
	Please enter a password
	Remember me
	Sign In
	Need help signing in?

