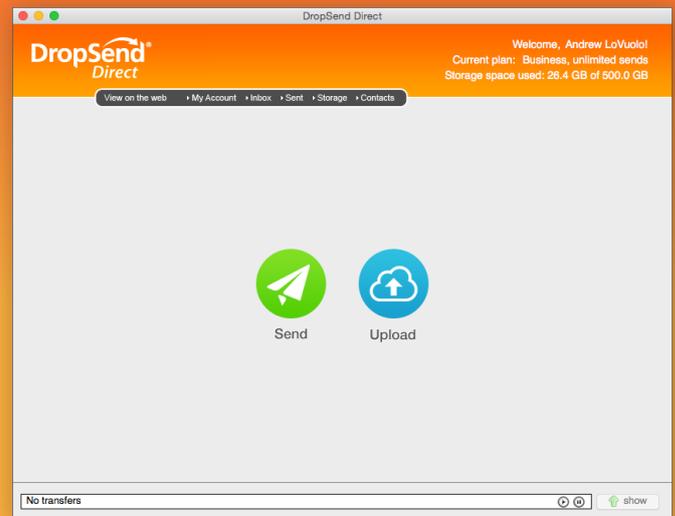


DropSend[®] Direct

Quick Start Guide

Send & Upload Files
easily using
DropSend Direct



Windows

SYSTEM REQUIREMENTS

- OS: Windows XP SP2/Vista/7 & 8
- 32 bit or 64 bit
- CPU: 400 MHz or higher
- RAM: 128 MB or more
- Hard Drive: 5 MB of free space

Mac

SYSTEM REQUIREMENTS

- Mac OS X 10.6 - 10.9 Mavericks
- 64-bit processor
- A Mac with an Intel processor
- 1GB of memory
- 64MB of free space

www.DropSend.com

About DropSend Direct

DropSend is a service that allows businesses and individuals to send large files, store files online and collaborate in a quick and easy way.

DropSend Direct is a program that lets you send files right from your desktop without having to open your browser.

With DropSend Direct you can:

- Send large files from your desktop
- Upload files to secure online storage
- Access your account and contacts
- Resume interrupted uploads
- And more...

How to Install DropSend Direct

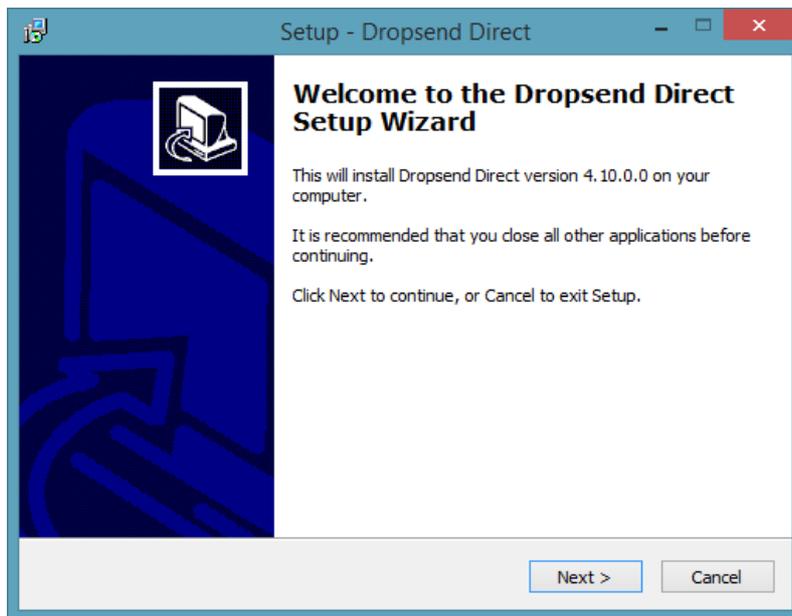
To install DropSend Direct, download the installation file from <http://www.dropsend.com/uploadtools>. There is a version of DropSend Direct for Windows and Mac, so make sure you download the correct installation file.

To install DropSend Direct on Windows, do the following:

1. Download the installation file and save it on your computer



2. Double-click on the .exe file to launch the Setup Wizard
3. Follow the prompts of the Setup Wizard to install the program and configure installation options



4. Finish the installation by clicking on the Install button
5. When the installation is finished, you will be asked to exit the Setup Wizard and launch DropSend Direct (optional)

To install DropSend Direct on a Mac, follow these steps:

1. Download dropsend_direct_setup.dmg and double-click on the file



2. Drag the DropSend icon to your Applications folder



- DropSend Direct will be installed and you will see it in your Applications list



Now that you have DropSend Direct installed on your computer, you can configure it and start using it to send and upload files.

Send Files with DropSend Direct

DropSend Direct makes it really easy to send files and folders right from your desktop. With its help you can send large files by simply dragging and dropping them into the program window. In addition to that, DropSend Direct can automatically resume interrupted uploads, which means you won't waste any time because of Internet connection glitches.

To send files with DropSend Direct, do the following:

- Open DropSend Direct, select the option to log into your account and click **Next**.

Note: If you don't have a DropSend account yet, select the **"No, I do not have a DropSend account"** radio button and click **Next**. You will be directed to DropSend.com and prompted to create an account.



If you use a proxy, click on the **Network settings...** button to configure proxy settings.

2. Enter your log in credentials. If you have a business account, check "**I have a business account**" and enter your subdomain. Then click **Next**.

DropSend Direct | Setup

DropSend[®]
Direct

Application Setup

Please enter your account's information

Email

Password

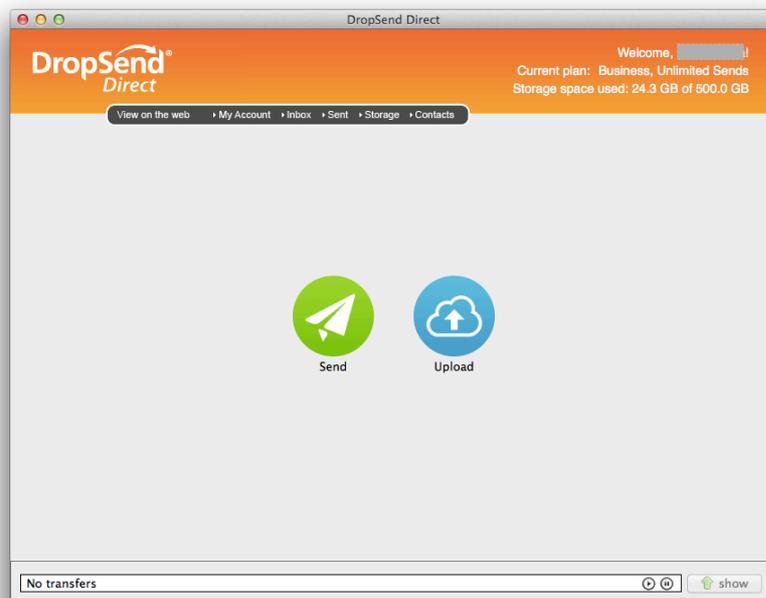
I have business account.

Domain .groupdropbox.com

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Registered in England. Company No. 06682965

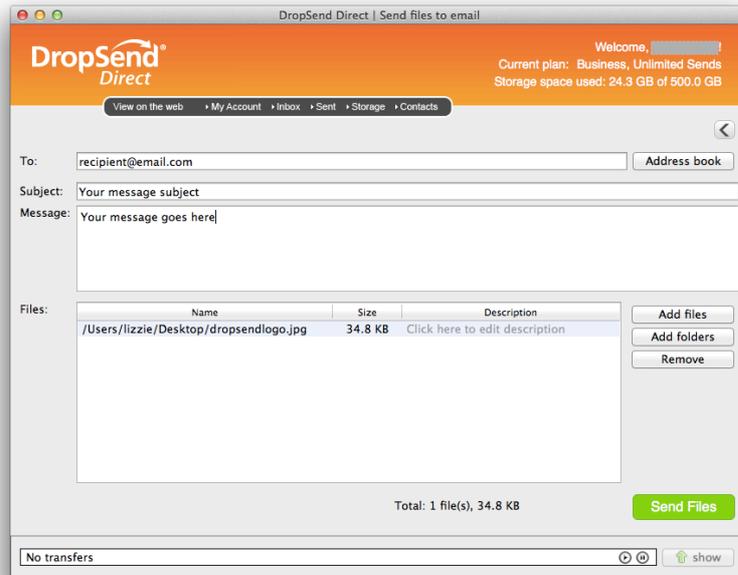
Network settings Back Next

3. The main window will open. There you can choose to either send a file or upload a file to your online storage. To send a file, click on the **Send file** button.



4. Drag and drop the files you want to send to the **Files** window. Don't forget to enter the recipient's email address (either manually or using your DropSend Address Book), and

your message.



5. Business users can customise some additional options, such as file expiration date and the maximum number of downloads. Plus it's possible to protect the file(s) with a password.
6. When done, press the **Send** button to send your file(s)
7. You can use the bar at the bottom of the window to pause and resume your sends. Pressing the **Show** button will show you detailed information about the send.
8. When the file is sent, you will get a confirmation message

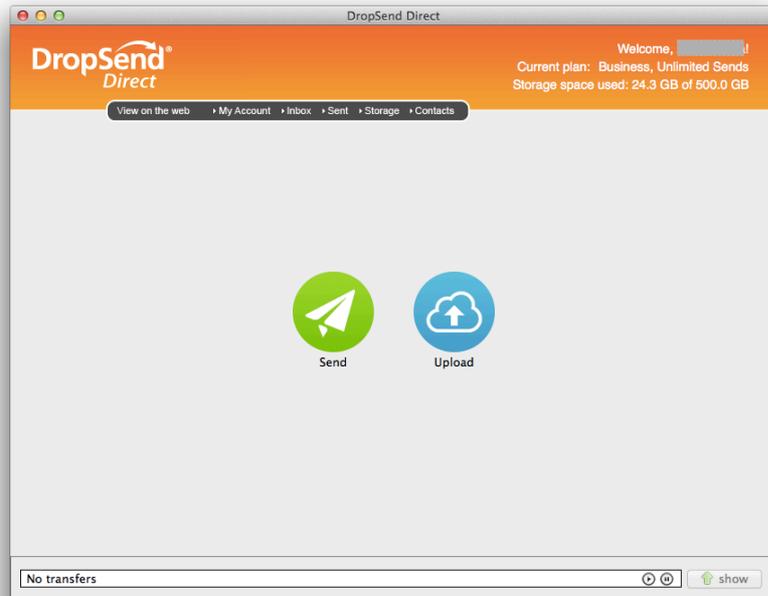
Upload Files to Your Online Storage

You can also use DropSend Direct to upload files to your online storage. Here is how:

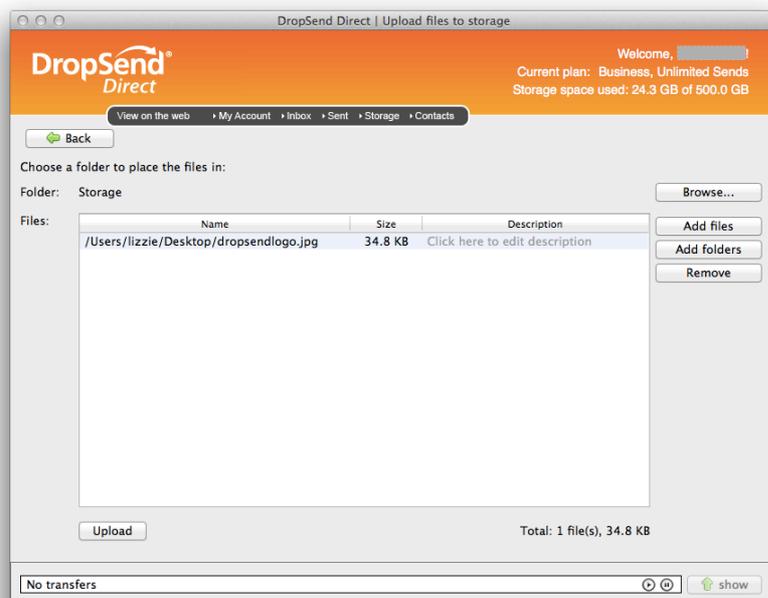
1. Open DropSend Direct and log into your account



2. The main window will open. To upload a file, click on the **Upload file** button.



3. Drag and drop the file(s) or folder(s) you want to upload. Alternatively, click on the **Browse...** button to select the file(s) and folder(s).



4. Double-click the **Description** field to enter a description of your upload
5. When ready, click on the **Upload** button
6. Your file(s) will be uploaded to your online storage