


Send folders and files with download links

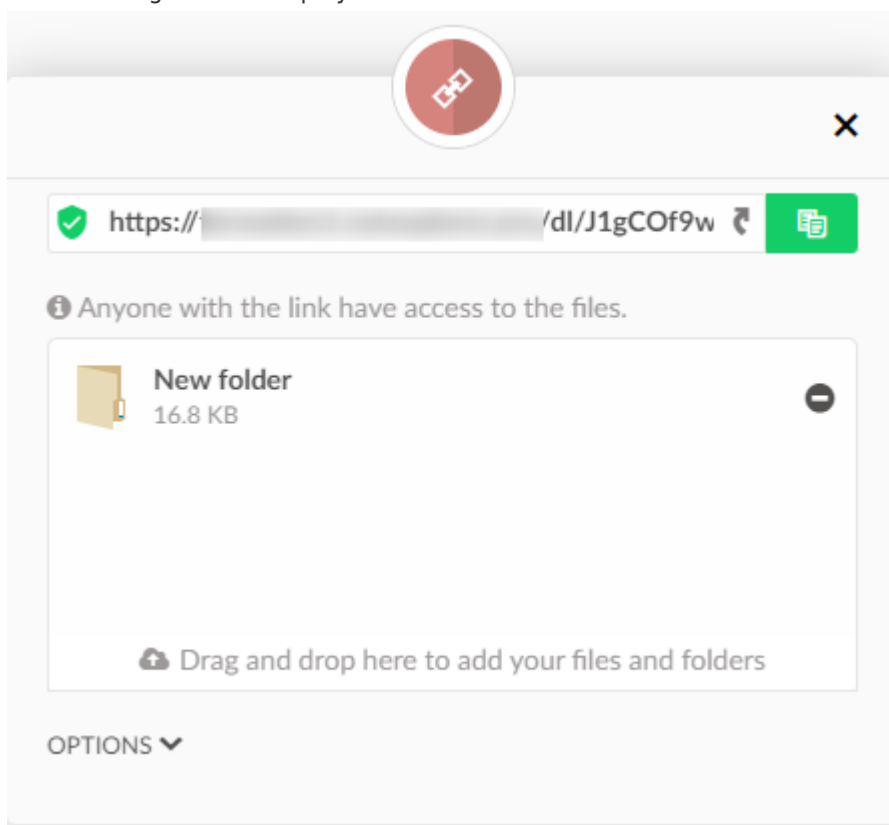
Nicolas ARBOUIN - 2024-03-11 - Share your files

Send folders and files with download links

You can create download links to facilitate acces of files and folders to workmates, no matter where they're from



How to create a download link ?

- Go to your NetExplorer platform and spot your files or folders.
- **Select or right-click them then choose**  By link
- The following window displays




→ Your link is ready, you just have to send it to your recipient.

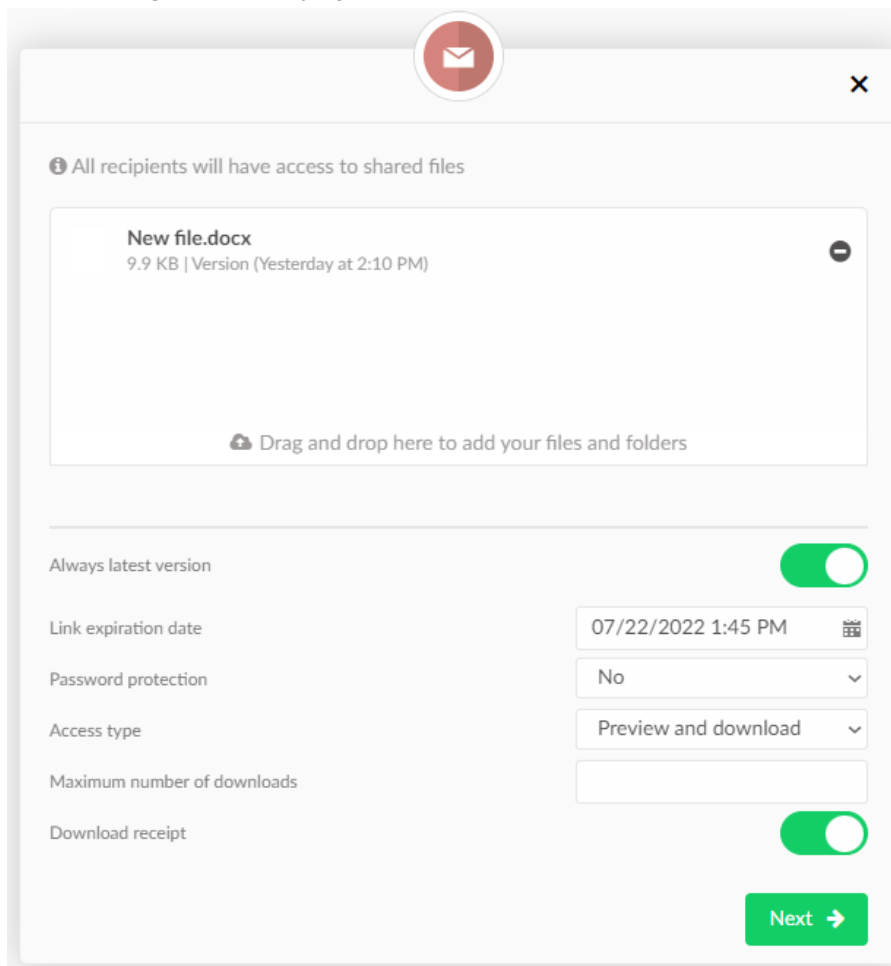
Ways to check and communicate over download links :

1. Symbol  opens link to display its content.
2. Symbol  copies link on your dashboard, you can then paste it wherever you want.

- Click  to close windows when you're done

How to share by email ?

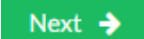
- Go to your NetExplorer platform and spot your files or folders.
- **Select or right-click them then choose**  **By email**
- The following window displays

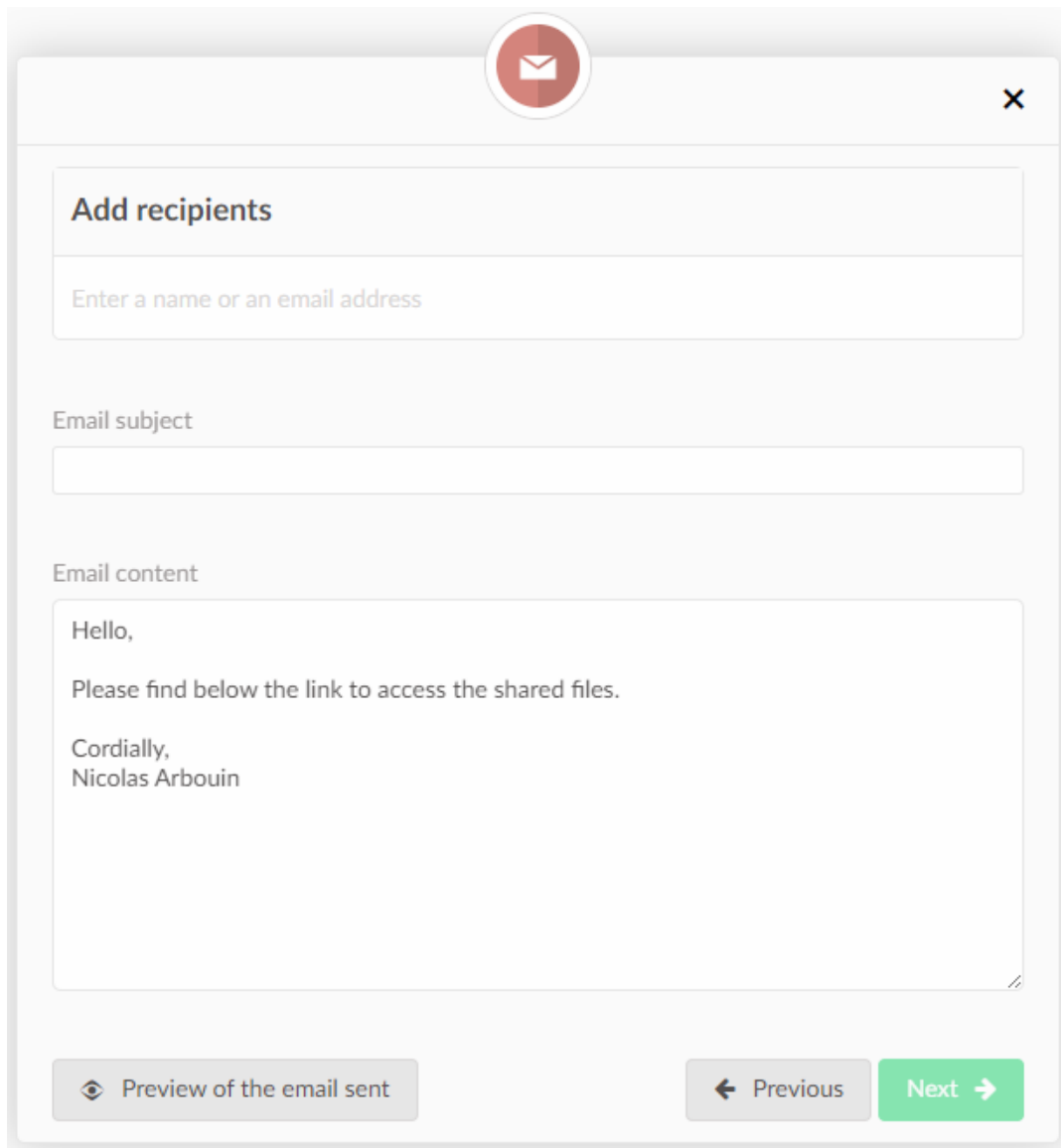


Files are ready for sending, settings can be adjusted with following elements :

1. Always latest version : only available for files, not suitable for folders (if your link contains folders, you can't activate the option)
2. Expiration date
3. Password protection : default is "no", you can choose between 2 types of protection :
 1. Password : an additional typing section appears to write it down. Beware ! following characters are forbidden (system reserved) + & ? % =
 2. SMS : validation code is sent to your recipient. Her/his phone number will be asked in the next window.
4. Maximum download numbers

5. Download receipt

Click the "Next" button  to reach next window :



The screenshot shows a web-based email composition interface. At the top center is a red circular icon with a white envelope symbol, and at the top right is a close button (X). The main content area is divided into three sections: 1. "Add recipients" with a text input field containing the placeholder "Enter a name or an email address". 2. "Email subject" with an empty text input field. 3. "Email content" with a larger text area containing the text: "Hello," followed by "Please find below the link to access the shared files." and "Cordially, Nicolas Arbouin". At the bottom, there are three buttons: "Preview of the email sent" (disabled, grey), "Previous" (disabled, grey), and "Next" (active, green with a right arrow).

Simply add recipients, subject and open preview if you wish to, then click on 

→ Your email is now sent to your recipients

Notes

If you choose SMS protection, your recipient will be asked to validate by SMS from the download link before accessing content.

Tags
email
envoyer
lien

mail

partage

partager

téléchargement

télécharger