HOW TO USE WE TRANSFER

1. Click here: https://wetransfer.com/

2. Click on Sign Up in the top right corner:



3. Scroll to very bottom and click Sign up for free



4. Then, to create a free We Transfer account:

- a. enter your email address, first and last name and create a password.
- b. Click on Create WeTransfer account

The Create WeTransfer account

They will send you an email to confirm you really wanted to create an account.

Just click, YES, IT'S ME!

Go back to the We Transfer screen

5. On the left side of the screen – check the box:

O No Thanks I don't want you to keep in touch (unless you want to receive spam).

Then you'll see this:



6. Click on the PLUS SIGN, add your file, enter my email address (or whomever you are sending a file to)

... and hit the TRANSFER button.

You should be good!

Questions?

Email <u>bmt@uf.edu</u>