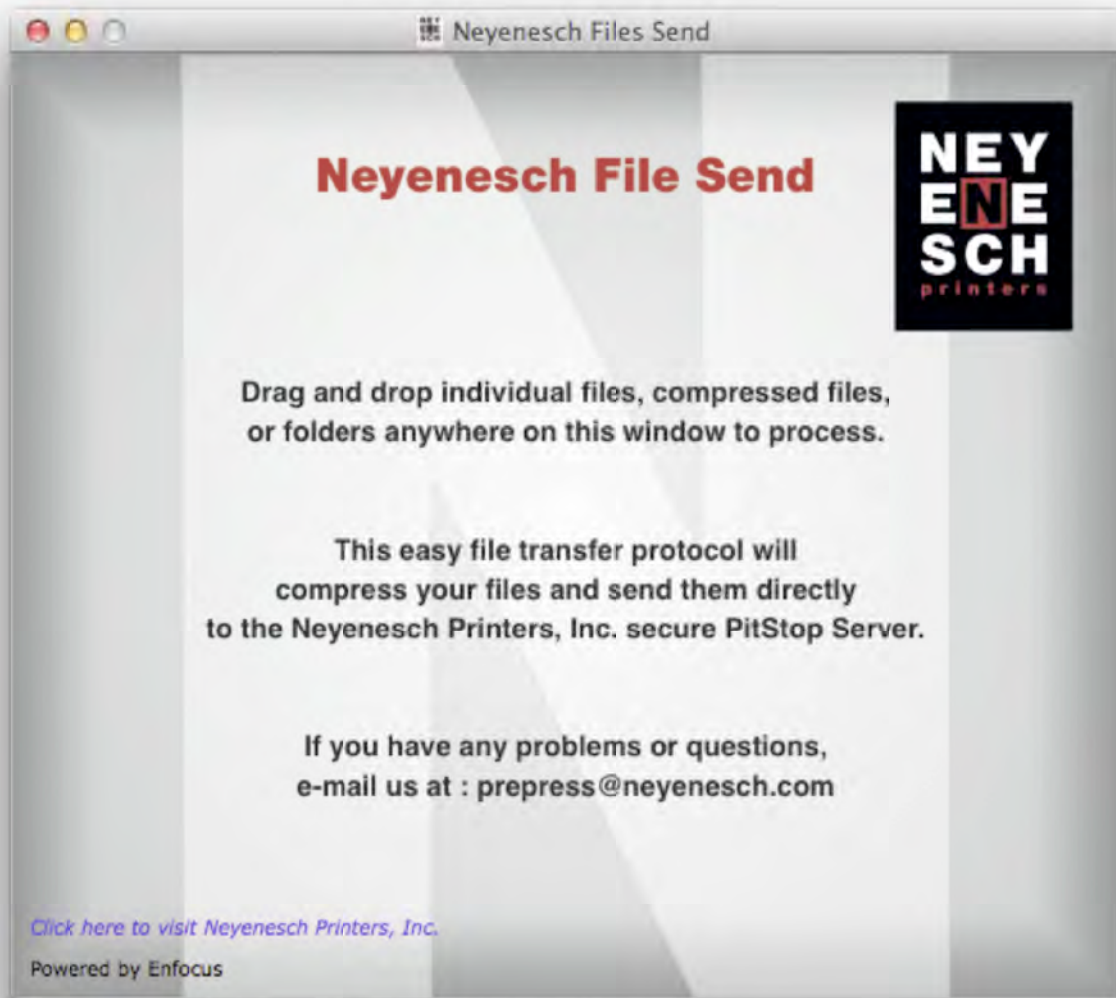
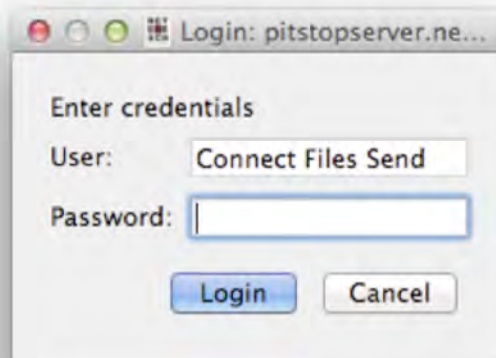


Please follow the steps below to use the Neyenesch Files Send.app application file.

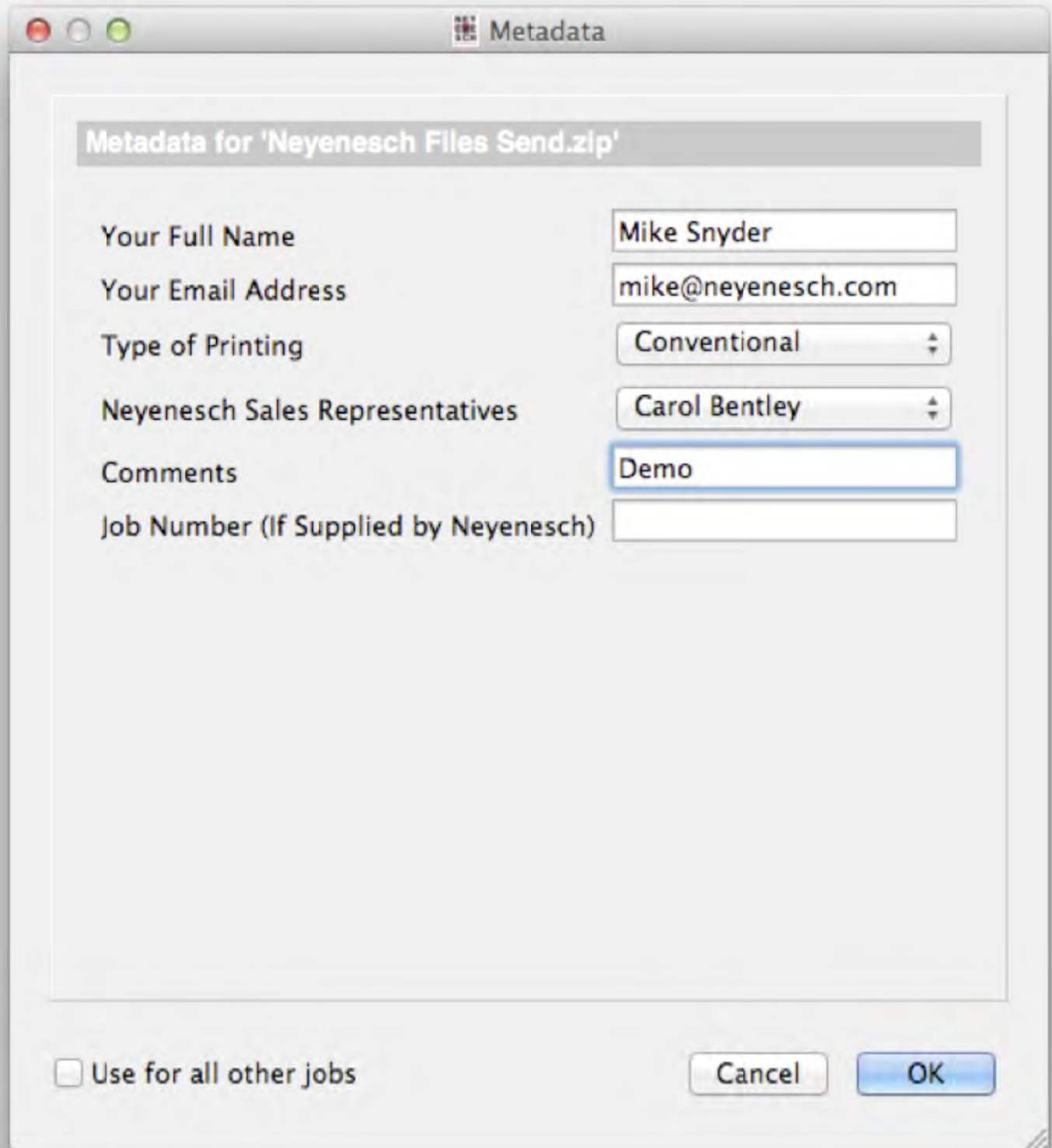
1. Open the Neyenesch Files Send.app application file and you will see a splash screen with a brief set of instructions.



2. Drag the item(s) that you want to send onto the splash screen. After dragging your files onto the splash screen you will be prompted to enter a password. The password is "Neyenesch" and it is case sensitive, click the Login button once you have entered the password.



3. Fill out the required form fields and click on the OK button. The Job Number field is optional and not required.



The image shows a macOS-style dialog box titled "Metadata". The title bar has standard red, yellow, and green window control buttons. The main content area is titled "Metadata for 'Neyenesch Files Send.zip'". It contains several form fields:

- "Your Full Name" with a text box containing "Mike Snyder".
- "Your Email Address" with a text box containing "mike@neyenesch.com".
- "Type of Printing" with a dropdown menu showing "Conventional".
- "Neyenesch Sales Representatives" with a dropdown menu showing "Carol Bentley".
- "Comments" with a text box containing "Demo".
- "Job Number (If Supplied by Neyenesch)" with an empty text box.

At the bottom left, there is a checkbox labeled "Use for all other jobs" which is currently unchecked. At the bottom right, there are two buttons: "Cancel" and "OK".

4. Your file will now begin transferring, once the file transfer is complete you can close the window.

