## **Secure File Transfer**

User Guide on how to open a secure message as a recipient without a NEOnet Account

## **Recipient without NEOnet Account**

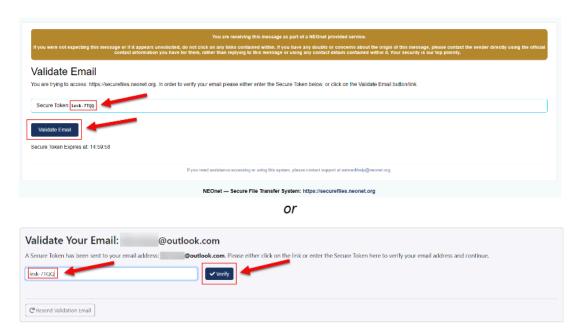
1. Recipient(s) will receive an email in their inbox that will look something like this. Click the **access secure private message** button.



2. Type in your email address and click authorize button.



3. A secure token will be emailed to the address entered. You can choose to click **validate e-mail** *or* type the secure token manually.



4. When the secure message is opened, it will show the details of the message and the attachment. The sender will receive a confirmation that the message has been opened.

