

# 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.

You are receiving this message as part of a NEOnet provided service.

If you were not expecting this message or if it appears unsolicited, do not click on any links contained within. If you have any doubts or concerns about the origin of this message, please contact the sender directly using the official contact information you have for them, rather than replying to this message or using any contact details contained within it. Your security is our top priority.

### Secure Private Message

You have received a Secure Private Message in NEOnet's Secure File Transfer system. In order to access this message you will need to click on the Message URL or the Access Private Message button below.

Sender	[Redacted]
Message ID	4CN5krt77tsnkt4FFj5T
Message Expires	Saturday, 2 March
Message URL	<a href="https://securefiles.neonet.org/message/4CN5krt77tsnkt4FFj5T">https://securefiles.neonet.org/message/4CN5krt77tsnkt4FFj5T</a>
Access Permission	Only specified recipients can access this Secure Private Message.

**Access Secure Private Message**

If you need assistance accessing or using this system, please contact support at [networkhelp@neonet.org](mailto:networkhelp@neonet.org).

NEOnet — Secure File Transfer System: <https://securefiles.neonet.org>

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

Please Login to Access Secure Message

You need to authenticate before viewing this Secure Message.

NEOnet customers - please click [here](#) and use your AD/PB/DASL/USxSr/VPN credentials

**Authorize**

[AD/PB/DASL/USxSr/VPN Login](#)

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.

You are receiving this message as part of a NEOnet provided service.

If you were not expecting this message or if it appears unsolicited, do not click on any links contained within. If you have any doubts or concerns about the origin of this message, please contact the sender directly using the official contact information you have for them, rather than replying to this message or using any contact details contained within it. Your security is our top priority.

### Validate Email

You are trying to access: <https://securefiles.neonet.org>. In order to verify your email please either enter the Secure Token below, or click on the Validate Email button/link.

Secure Token

**Validate Email**

Secure Token Expires at: 14:59:58

If you need assistance accessing or using this system, please contact support at [networkhelp@neonet.org](mailto:networkhelp@neonet.org).

NEOnet — Secure File Transfer System: <https://securefiles.neonet.org>

or

Validate Your Email:

A Secure Token has been sent to your email address: . Please either click on the link or enter the Secure Token here to verify your email address and continue.

**Verify**

[Resend Validation Email](#)

- 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.

