## Instructions for Sending Video Files to the VPJF 2020 with

## WeTransfer.com

Files must be less than 2GB, hopefully, much less. If you have any questions email <u>vanpeaceandjusticefair@yahoo.com</u> or call 360-696-4840. If your file fails to transfer, you could try a different time of day or contact us for another option to send the file.

## Windows Desktop or Laptop or Tablet Instructions

(Tested on Windows 10 desktop & iPad running iOS 13.6)

- 1. Please give your file a name reflecting the name of your group or your name.
- Go to <u>https://wetransfer.com</u>.
   You will probably need to agree to cookies.
   Click:



(If asked, you do not need to download an app.)

3. Look for this:

+ Add your files Or select a folder
Email to
Your email
Message

Click the  $\pm$  near the top to choose the file want to send us.

Then enter VPJF2020@gmail.com in Email to

Enter Your email. (Use an email you will be able to read in the next few minutes)

In <u>Message</u> please enter your name and group name and anything else you want to tell us. Click the <u>Transfer</u> button.

- 4. You will be told that a verification code (6 digits) has been sent to your email. You will be shown a place on the webpage to enter it.
  You will see that the file transfer is in progress and when it is finished.
  Congratulations, you are done.
- 5. You will get a verification email. And another when the file has been downloaded by us. These emails are FYI, you do not need to respond to them. We will get the file and let you know if we have any questions for you.
- 6. WeTransfer's website will invite you to create an account, but that is not necessary.

## Smart Phone Instructions

Tested on iPhone (iOS 13.6)

- 1. Please give your file a name reflecting the name of your group or your name.
- Go to <u>wetransfer.com</u>.
   You will probably need to agree to cookies. (If asked, you do not need to download an app.) Click: <u>Okay</u>
- 3. Click Send a file?
- 4. Click the  $\pm$  to choose the file want to send us.
- 5. In <u>Message</u> please enter your name and group name and anything else you want to tell us. Click <u>Next</u> button.
- 6. Then enter VPJF2020@gmail.com in Email to
- 7. Enter Your email. (Use an email you will be able to read in the next few minutes)
- 8. Click Transfer
- 9. You will be told that a verification code (6 digits) has been sent to your email. You will be shown a place on the webpage to enter it. (You might need to scroll down to see the verification code entry box.)
  You will see that the file transfer is in progress and when it is finished.

You will see that the file transfer is in progress and when it is finished. **Congratulations, you are done**.

- 10. You will get a verification email. And another when the file has been downloaded by us. These emails are FYI, you do not need to respond to them. We will get the file and let you know if we have any questions for you.
- 11. WeTransfer's website will invite you to create an account, but that is not necessary.