



## Uploading files for LedgeView Printing via Drop Box

*Supported Browsers – Internet Explorer , Firefox, Chrome, Safari*

Click the “Upload File Now” link on the LedgeViewprinting.com site

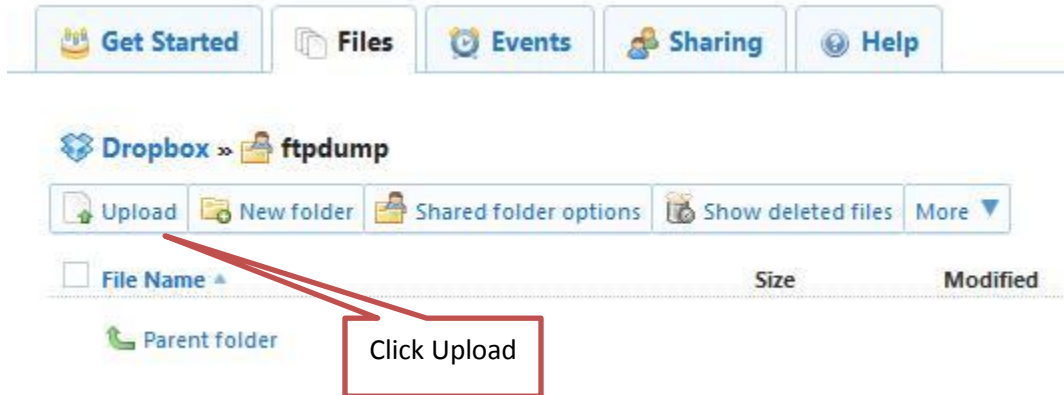
You will be prompted for an Email and Password, which is the following

Email [dropbox@ledgeviewprinting.com](mailto:dropbox@ledgeviewprinting.com)

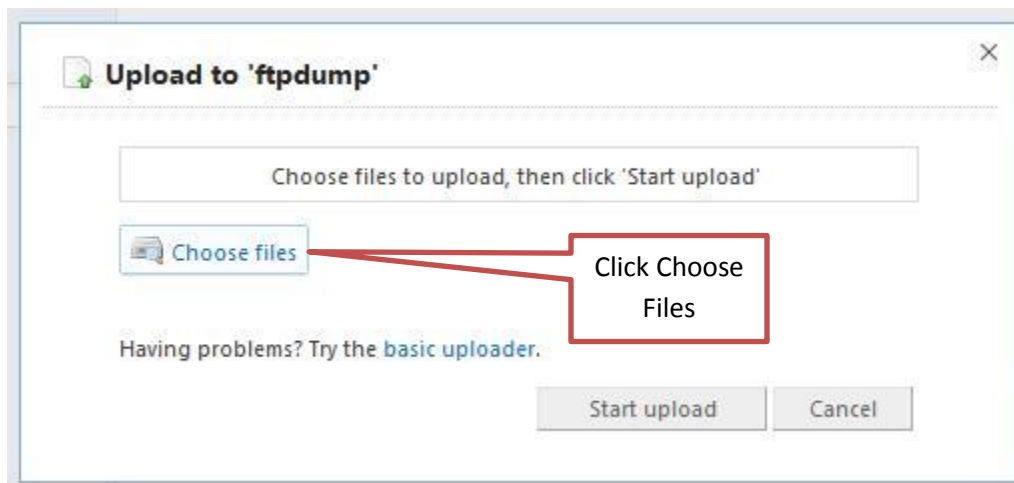
Password ledgeview (this is all lower case)

The image shows a screenshot of the Dropbox login interface. At the top, there are two buttons: "Log in" (with a key icon) and "Create an Account" (with a pencil icon). Below these is the heading "Log in to Dropbox". The form contains an "Email" field with the text "dropbox@ledgeviewprinting.com" and a "Password" field with ten dots. Below the password field is a checkbox labeled "Remember me" and a link "Forgot password?". At the bottom is a blue "Log in" button. Three red callout boxes with arrows point to the email field (containing "dropbox@ledgeviewprinting.com"), the password field (containing "Password = ledgeview"), and the "Log in" button (containing "Click Log in").

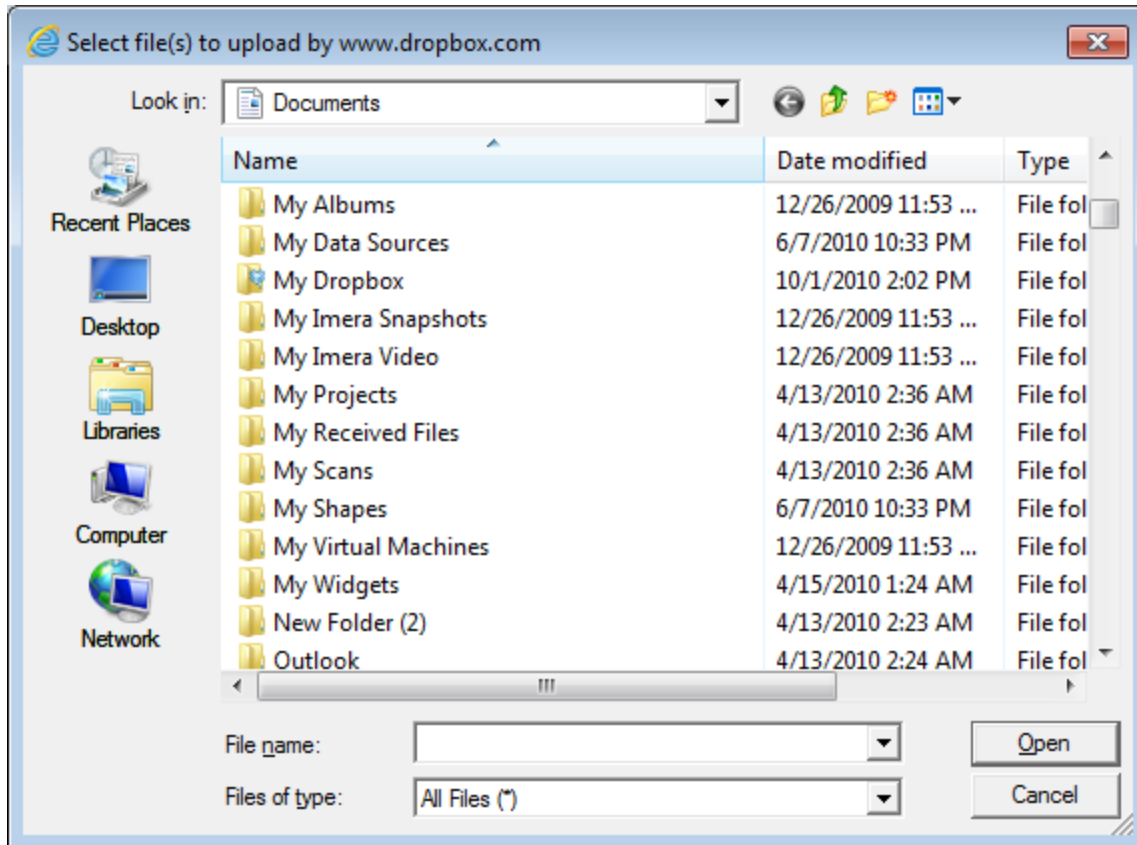
After logging in click on the Upload Button



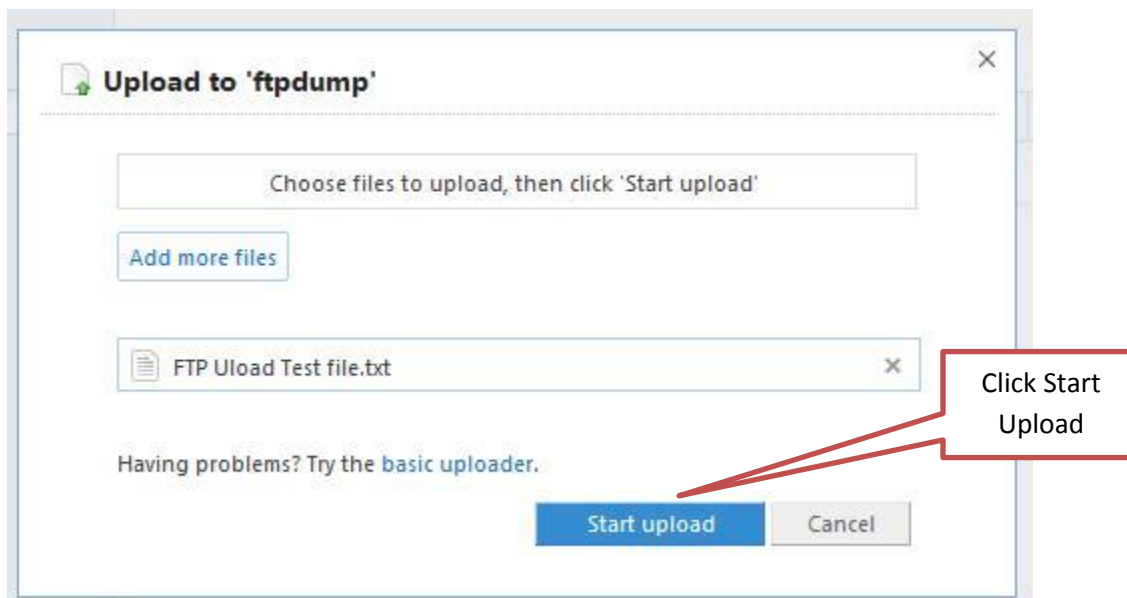
Click Choose files



Browse to the file (on your computer) you want and double click it



Now click Start Upload



Once the file is uploaded you will see a message that says “Upload 1 of 1 files 100%” and you will see your file name in the directory

Get Started Files Events Sharing Help

Uploaded 1 of 1 files 100% Time taken: 1 sec details >

Dropbox >> ftpdump

Upload New folder Shared folder options Show deleted files More

File Name	Size	Modified
Parent folder		
FTP Uload Test file.txt	19 bytes	1 sec ago

Success Message

Your Uploaded File

You are all set, you may close your web browser out.



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