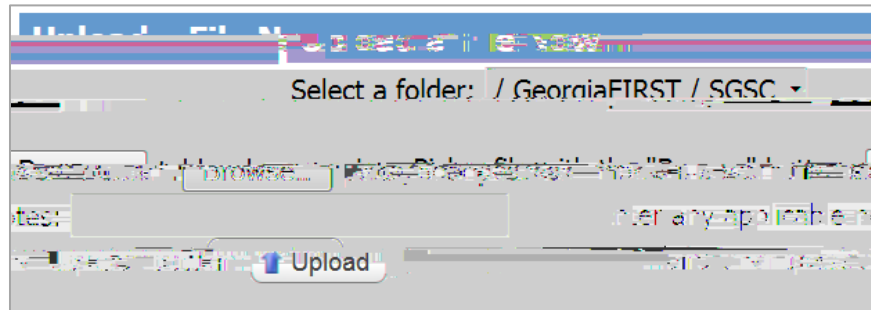






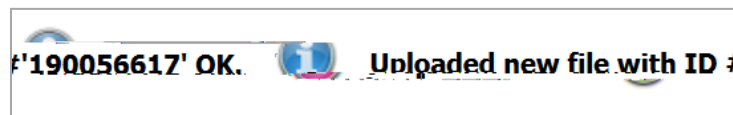
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*Uploading Files*



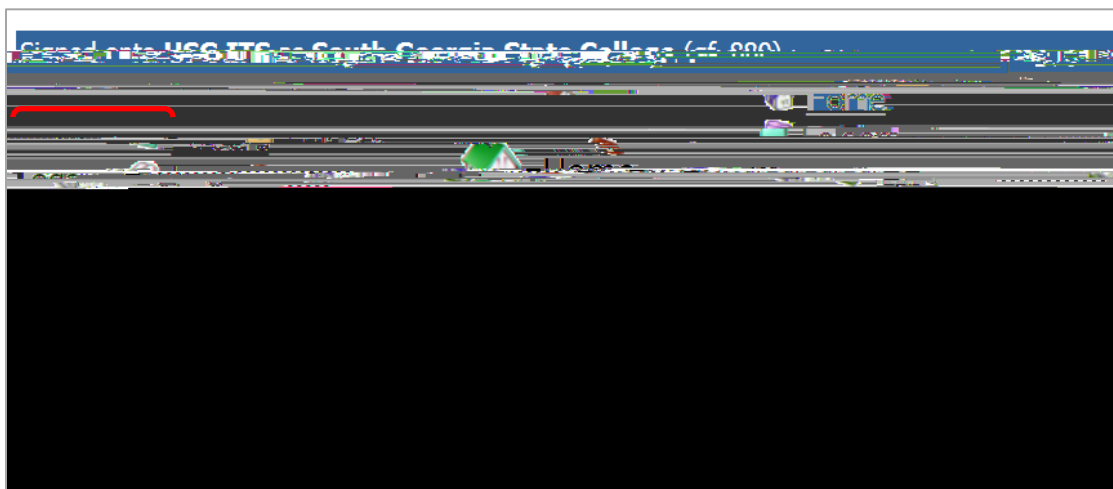
After you have selected your file and entered any applicable notes, click Upload.

You will receive a confirmation that your file has been uploaded successfully.



### Viewing Files

Click Folders in the menu on the left of the screen.



Click Go To Folder.

Select your institution from the dropdown

