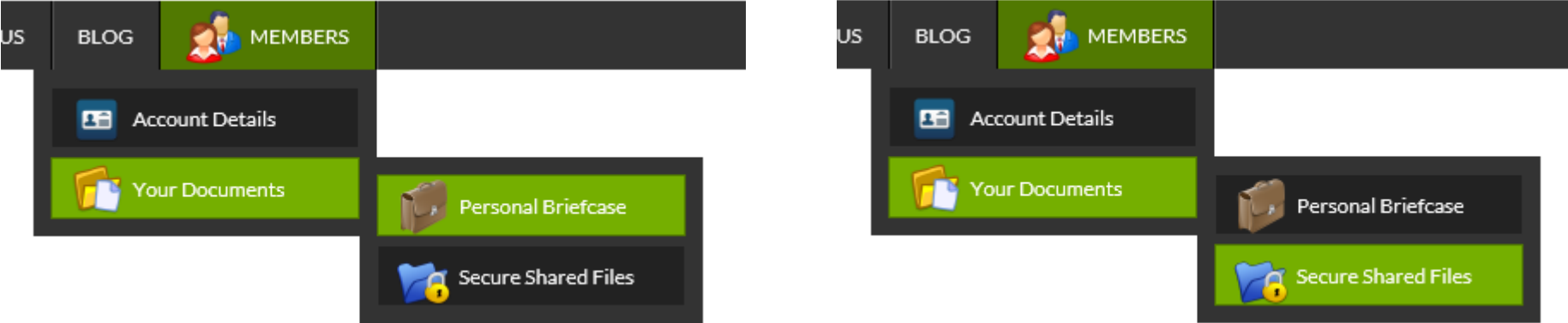


Using the “Secure Shared Files” Service on afxMedia.com

Quick Guide










Secure Shared Files

 Quick Guide

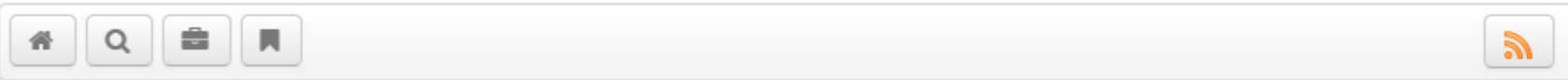
LATEST FILES

-  [iOS Dev Workflow](#)
-  [Programing Windows Phone 7](#)
-  [FastStone Capture](#)
-  [Adding Quick Icon to Control Panel](#)
-  [Member Documents Quick Guide](#)

WHO'S ONLINE

We have 2 guests and one member online

- [johnroberts](#)



Home

Name	Version	License	Size	Date added
------	---------	---------	------	------------

 [afxMedia Documents](#)

 [Public Files](#)

You are here: [Home](#) / [Members](#) / [Your Documents](#) / [Secure Shared Files](#)

The “Secure Shared Files” Service is fairly intuitive, but we hope this short guide will help with any questions.

Root Folder of "Secure Shared Files"

The last 5 documents published or updated (you will only see what you have access to).

'Click' to get this Quick Guide



LATEST FILES

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- Programing Windows Phone 7
- FastStone Capture
- Adding Quick Icon to Control Panel
- Member Documents Quick Guide

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App Tool Bar

Home

Search (file names, keywords and metadata, results based on your access level)

Subscribe to the RSS Feed to be notified of new documents and updates.

Folder Nav

Home

Access your file bookmarks for batch download of tagged files.

Your Files and Folders

Access your Personal Briefcase. All Registered Users have their own private 'Briefcase' folder.

Some clients will have a company folder established for sharing and collaboration. Only users that have been granted permission will have access to **their** company or organization folders. These users have full access to 'View', 'Download', 'Upload', 'Create' and 'Delete' files and folders within the company root.

All Registered Users have access to "Public Files". We populate this folder for site users and clients to 'View' and 'Download'.

Site Nav

You are here: Home / Members / Your Documents / Secure Shared Files

General Notes:

Public Files is 'write protected' for 'View' and 'Download' only - it's a place for afxMedia to share consistent content to all website users. 'Create Folder', 'Delete' and 'Upload' buttons are not present while in the Public Files folder.

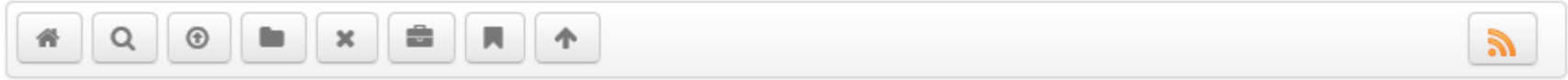
'Your Company' Documents - company group members will have full access and control within their entire folder. Full access, 'Maintain', 'View' and 'Download' enables all buttons and functionality shown throughout this guide.

Inside any Folder


The screenshot shows a file management interface with several key components:

- App Tool Bar:** A horizontal bar containing icons for Home, Search, Refresh, Create Folder, Delete, Briefcase, Bookmarks, Up one level, and RSS Feed. Callouts include: "Upload" (pointing to the Refresh icon), "Create Folder" (pointing to the Create Folder icon), "Delete (be careful here, you can delete individual files or entire folders - please read the popup acknowledgement carefully before clicking 'OK')." (pointing to the Delete icon), "Access your Personal Briefcase." (pointing to the Briefcase icon), "Access your file Bookmarks." (pointing to the Bookmarks icon), "Up one level in the directory tree." (pointing to the Up one level icon), and "Subscribe to RSS Feed." (pointing to the RSS icon).
- Folder Nav:** A breadcrumb trail showing "Home / afxMedia Documents".
- Your Files and Folders:** A list of folders under "afxMedia Documents". The folder is labeled "Secure Folder for 'afxMedia Users'". A callout states: "You are inside (one level deep) of the secure folder for your company or organization." Below the folder list is a table with columns: Name, Version, License, Size, and Date added. The "Version", "License", "Size", and "Date added" columns are circled in red. A callout points to this area: "This data is shown for individual files." The folders listed are "App Development", "Mobile Development", and "Web Development".
- Site Nav:** A breadcrumb trail at the bottom showing "You are here: Home / Members / Your Documents / Secure Shared Files".

File List




Home / [afxMedia Documents](#) / Mobile Development

 Mobile Development Resources

Inside second level folder.

Click the filename to go to 'Download / Details'

Name	Version	License	Size	Date added	
iOS Dev Workflow <small>NEW</small>			2.11 MB	10/07/2013 16:00:00	  
Programing Windows Phone 7 <small>NEW</small>			13.1 MB	10/07/2013 16:00:00	  

Details

Download

Preview

You are here: [Home](#) / [Members](#) / [Your Documents](#) / [Secure Shared Files](#)

File Details

'Friendly' file name

iOS Dev Workflow

Display File Details

Edit File Details



Back to File List

Download the file now.

Download directly from our server :



Bookmark the file for downloading later.

Report the file (i.e. wrong version, no longer valid, etc.)

Email a link to the file (recipient must be part of the User Group to access the file).

Delete the File

Details

Size: 2.11 MB
Date added: 10/07/2013 16:00:00
Last modified on: 10/09/2013 13:52:26


Hits: No hits available.

File Details

Description

Provides a pretty decent overview of the iOS App Development process.

Edit File Details





SAVE **CANCEL**

File details

State	<input type="text" value="Published"/>	File statistics	<input type="text" value="No"/>
Name	<input type="text" value="iOS Dev Workflow"/>	File version	<input type="text"/>
Date added	<input type="text" value="2013-10-07 16:00:00"/>	License	<input type="text" value="No license"/>
Unpublish after	<input type="text"/>	Download method	<input type="text" value="File download"/>

Thumbnail

B **I** **U** **ABC** |  | Styles | Paragraph | Font Family | Font Size



Provides a pretty decent overview of the iOS App Development process.

Path: p Words:11

Published and visible, or not.

'Friendly' file name

Date added :-)

Automatically unpublish a file on a specified date.

Upload a thumbnail image that displays when hovering over the filename.

Add a description of the file.

Enables download tracking.

File Version if applicable.

App/Doc licenses can be managed here, typically not applicable.

Choose how the file should be accessed, by download or email link.

Edit File Details (continued)

Article

Toggle editor

Metadata

Meta title

Meta description

Meta keywords

Good metadata helps the 'Search' utility find appropriate files and provide relevant results. Very helpful if you have many folders and files loaded to the portal.

You are here: [Home](#) / [Members](#) / [Your Documents](#) / [Secure Shared Files](#) / [Edit](#)

Root Folder of “Personal Briefcase”



Personal Briefcase



Quick Guide

WHO'S ONLINE

We have 2 guests and one member online

- johnroberts

Navigation icons: Home, Back, Forward, Refresh

Please refer to the “Secure Shared Files” section at the beginning of this guide. Features and functionality within the “Personal Briefcase” is nearly identical.

Minor differences include:

- no ‘Send to friend’ feature
- no folder navigation bar
- No ‘Report’ file function




Files 1 / 20
Quota 4.87 / 100 Mb

Name	Version	License	Size	Date added
Project Docs				

You are here: [Home](#) / [Members](#) / [Your Documents](#) / [Personal Briefcase](#)

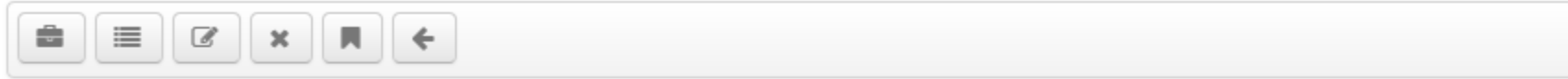
File List

Files 1 / 20
Quota 4.87 / 100 Mb

Name	Version	License	Size	Date added	
 Beam Mac Client NEW			4.87 MB	10/06/2013 13:03:06	 

You are here: [Home](#) / [Members](#) / [Your Documents](#) / [Personal Briefcase](#)

Beam Mac Client



Download directly from our server :

 **DOWNLOAD**

Details

 Size: 4.87 MB

 Date added: 10/06/2013 13:03:06

 Last modified on: 10/09/2013 13:35:38

Description

Document containing screen captures of the Beam Client running on Mac OS X