

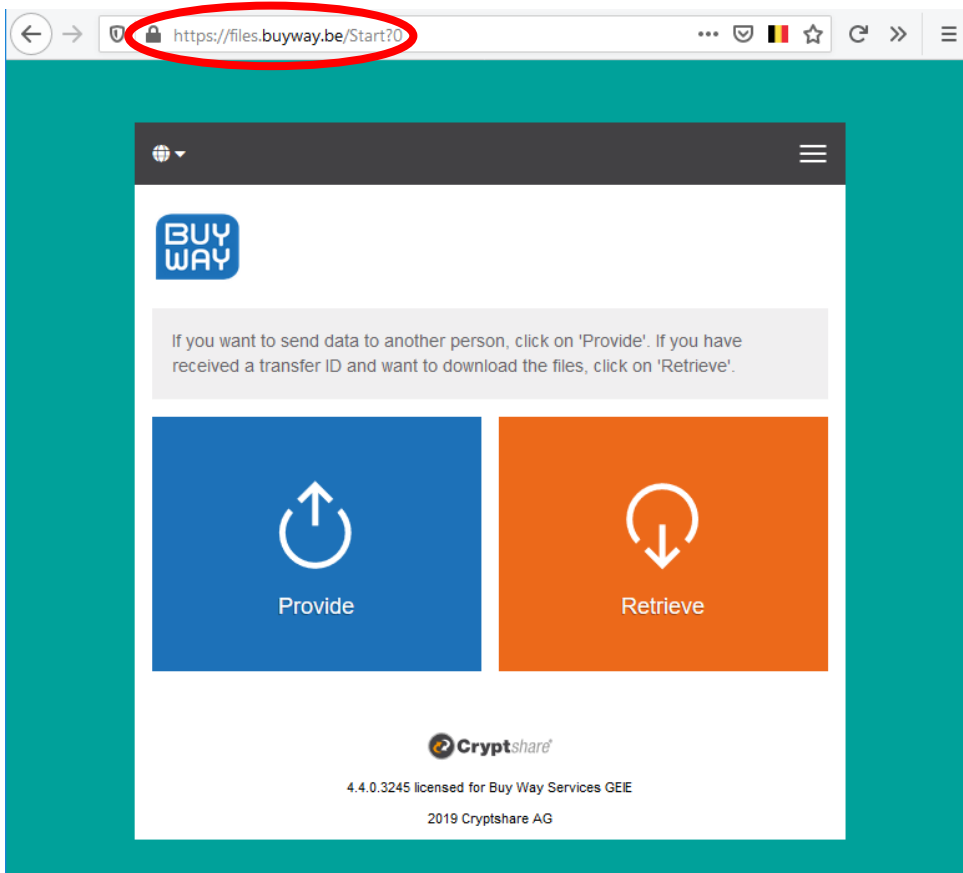
Buy Way secure file transfer platform

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Sending files using the web platform

Go to <https://files.buyway.be/> with your favorite browser: MS Internet Explorer version 10 or higher, Google Chrome v.40 or later, Mozilla Firefox v.35 or later. (HTML5 support and javascript are required).

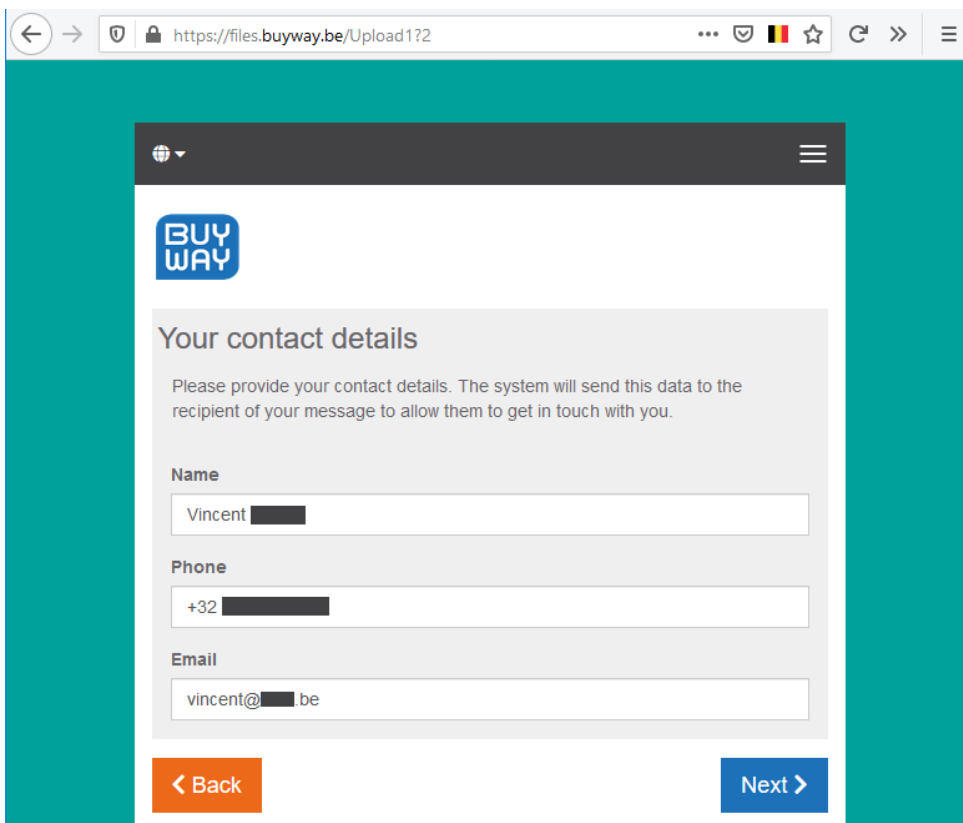


Always make sure:

- you are on the files.buyway.be/ website,
- the connection is **https**, not http.
- The "https" part is **not** struck through (ie: ~~https://~~)
- you have **no security warning** nor error messages.
- you optionally may check if the SSL certificate is *Verified by GlobalSign nv-sa*.

If any of these conditions is not met, the security of the transfer cannot be guaranteed. We urge you to interrupt ongoing operation and kindly ask you contact security@buyway.be.

Click the **Provide** button.



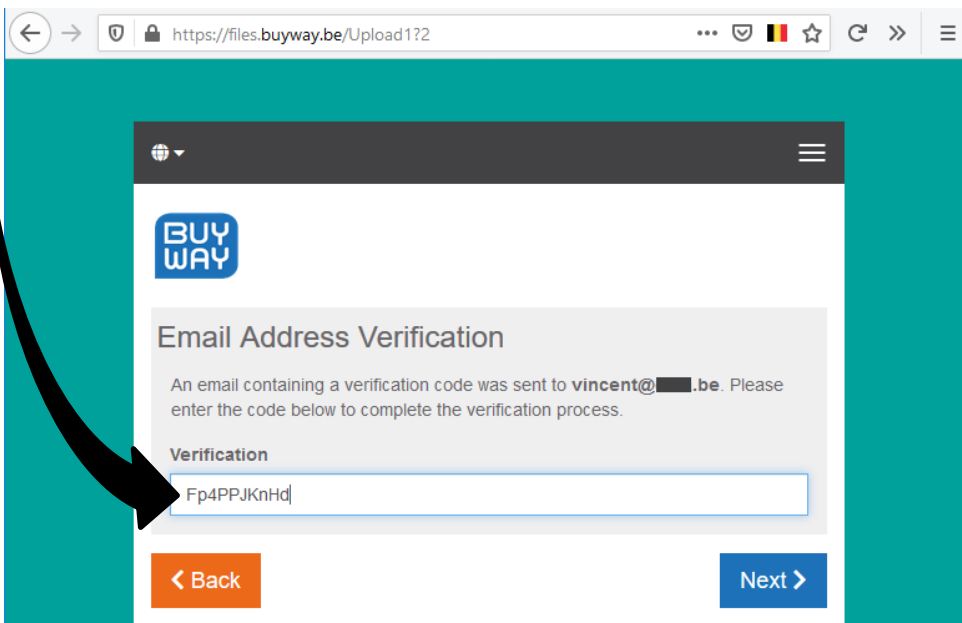
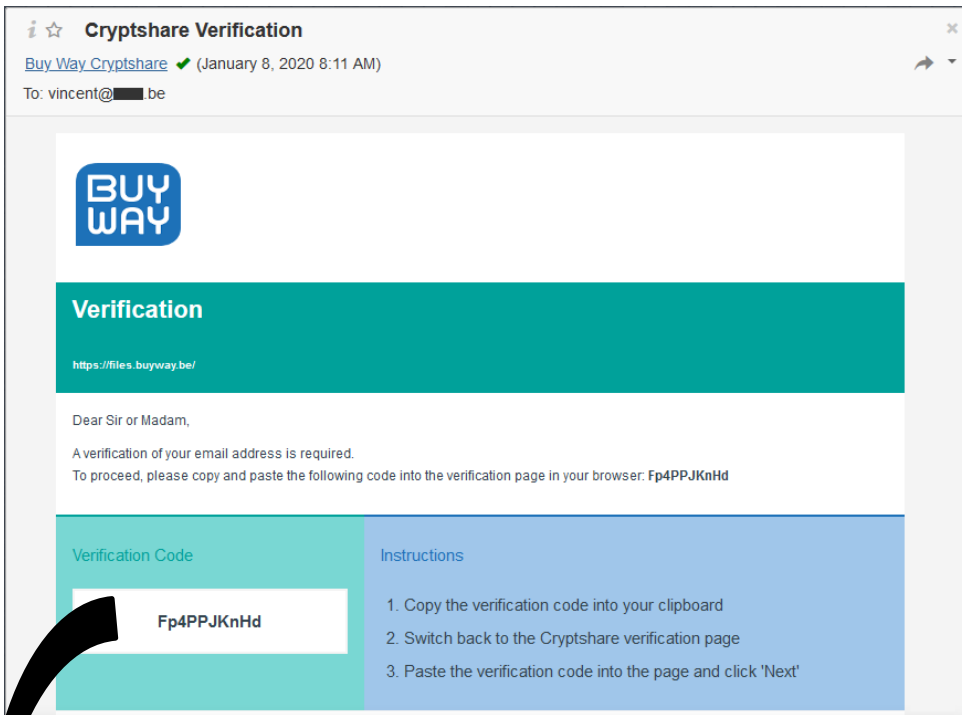
If it's the first time you meet files.buyway.be, or if you haven't been here for a few weeks, contact details will be required to identify your source e-mail address. Please fill in all fields.

Click **Next**.

(e-mail example)

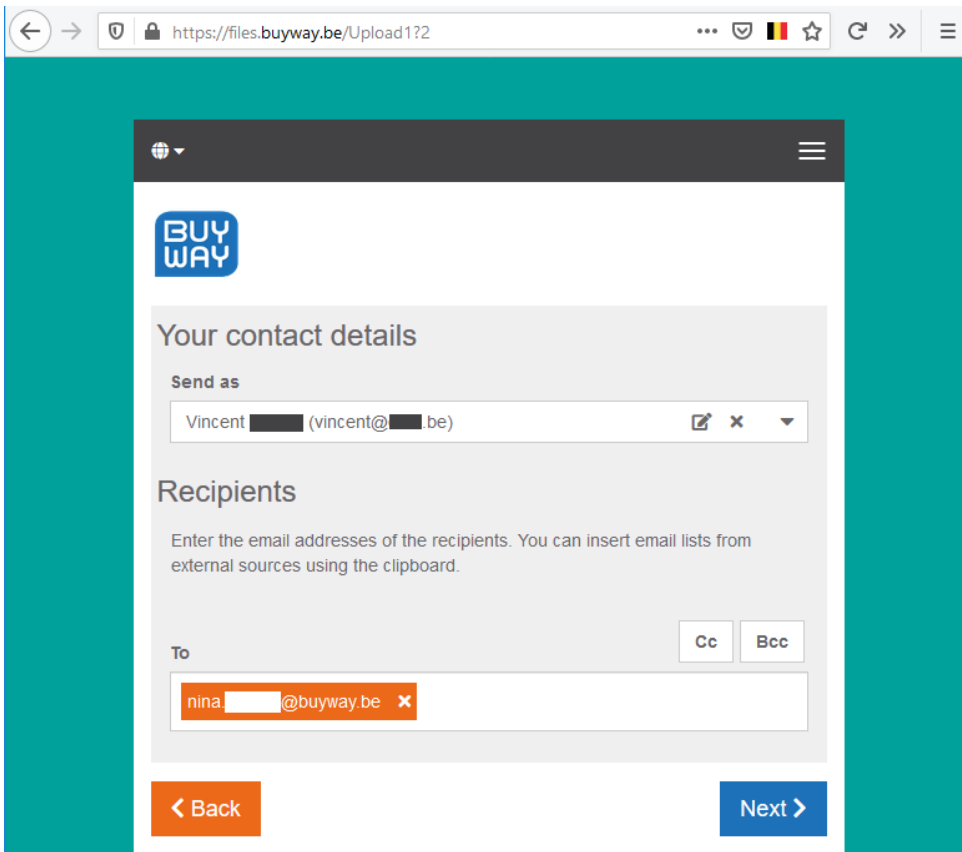
Check your mailbox.

You should receive an e-mail from **Buy Way Cryptshare (secure-transfer@buyway.be)** with **"Cryptshare verification"** as subject.



Copy/paste the verification code in the web interface.

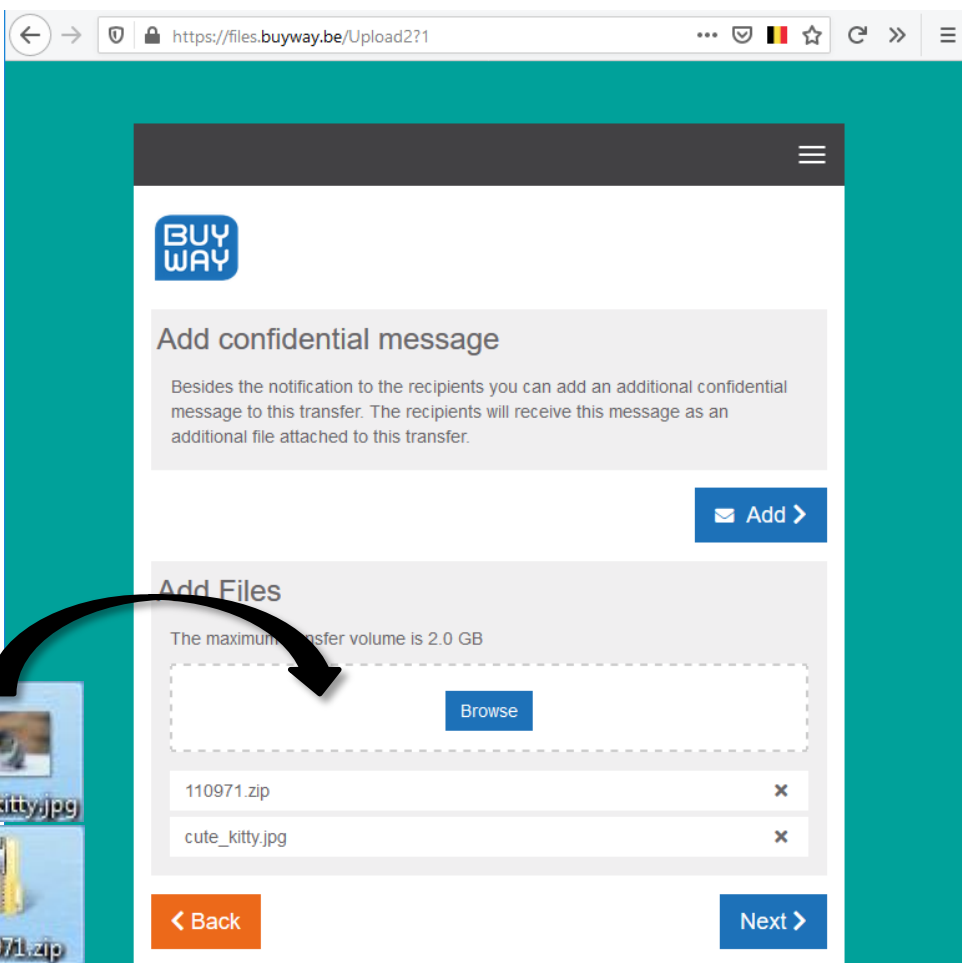
Click on **Next**. Now your e-mail address is authenticated and you may send files to your recipient.



First fill the e-mail addresses of your recipient(s).

Optionally click on **Cc** or **Bcc** to add recipients Blind/Carbon copy.

Then click on **Next**.



The next screen lets you upload files. Use the **Browse** button, or just drag and drop the files.

If needed, you are free to write a confidential message that will be securely stored on the server (using the **Add** button).

When you are done, click **Next**

https://files.buyway.be/Upload2?1

BUYWAY

Transfer Options

Expiration Date: 18, Jan 2020
 Recipient language: English

Notification Options

Send me a notification email about this upload
 Inform me as soon as a file has been retrieved

Security Settings

Please write down this password or copy it to the clipboard in order to give it to the recipients afterwards.

Don't set a password
 Generate password
 Enter password

Password
 7Uy#kV=h(4

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On the next screen are some important options:

- the expiration date; when the files will be deleted from our server,
- the recipient's language,
- some notification options,
- the password to retrieve the message and/or files.

In certain conditions, a field "Don't set a password" could be available. Only select that option whenever appropriate (i.e. for files not classified as sensitive, if you don't have alternate contact method with your recipient...).

If you Generate or Enter a password, **copy the password to a safe place before you click the Next button!**

Once you will click on **Next**, you will no longer have access to the password anymore.

...

Security Settings

Please write down this password or keep it in mind in order to give it to the recipients afterwards.

Don't set a password
 Generate password
 Enter password

Password

Repetition

Password strength
 Weak

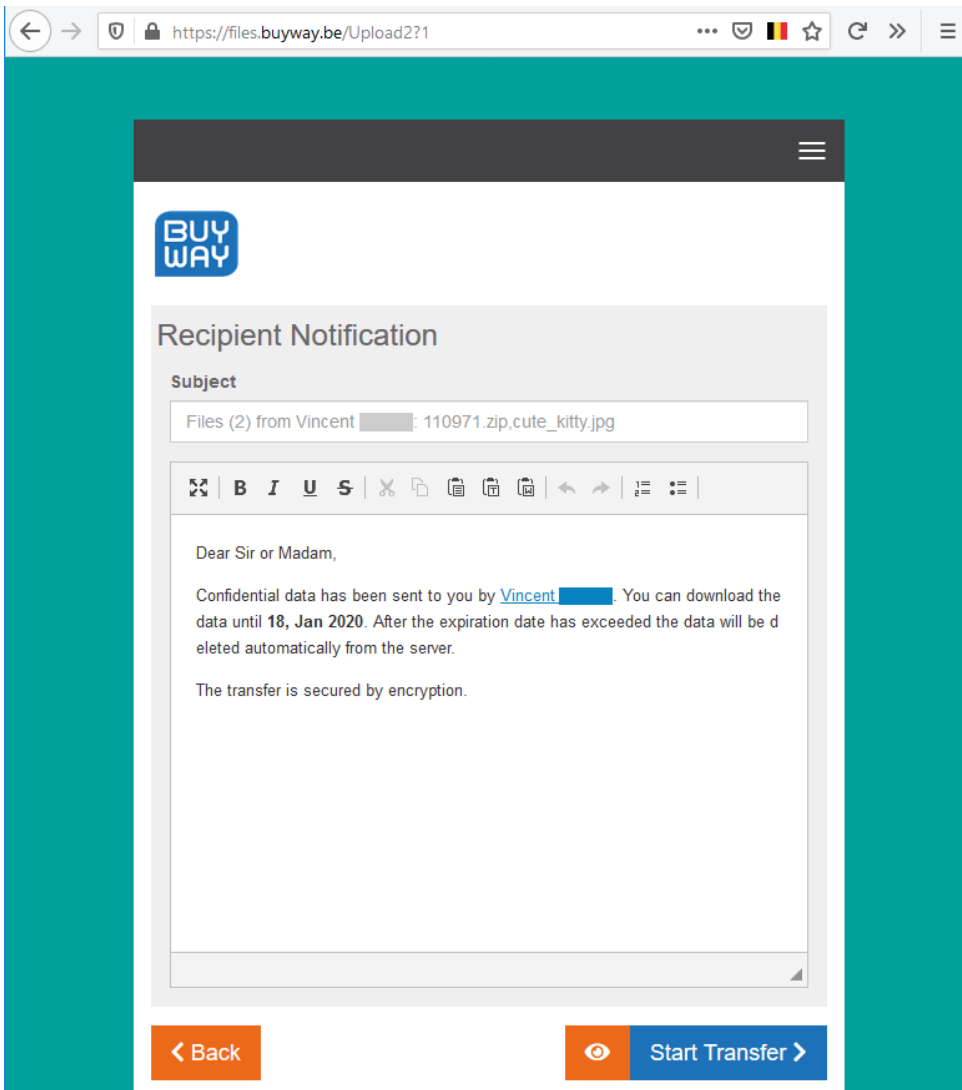
123 min. 10 Hello

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If you choose not to use the generated password and to use a password of your own, the interface will display your password strength as well as the missing requirements to make it a valid one (ie: numbers, upper case, length, ...)

Remind the password you provided!

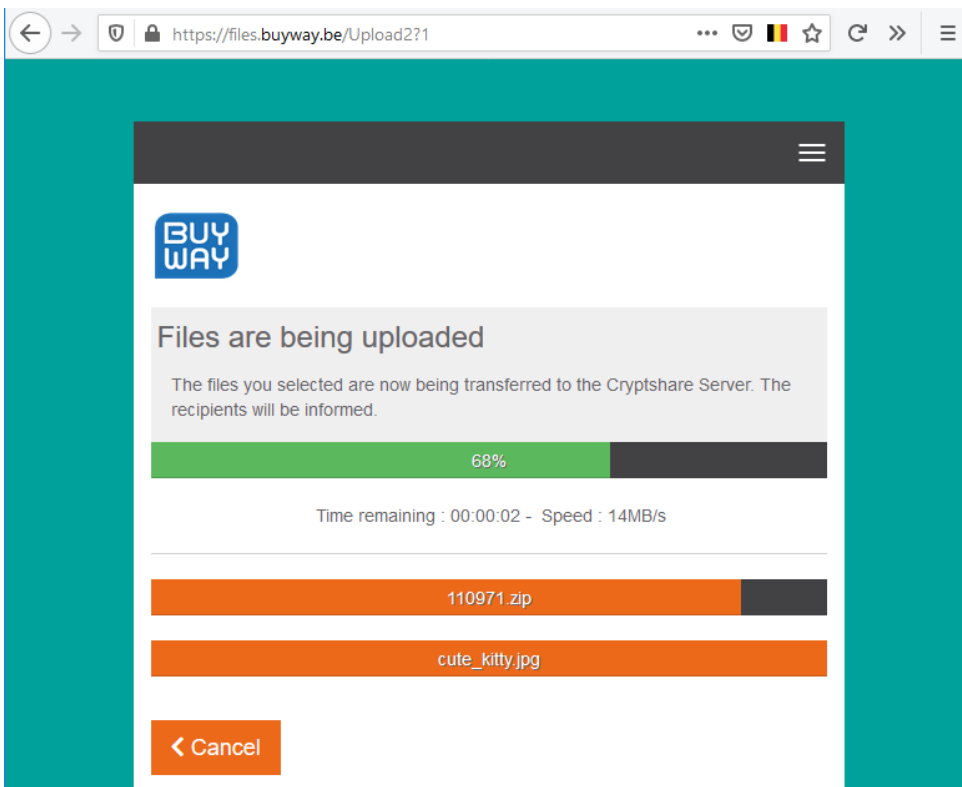
Once you will click on **Next**, you will not have access to it anymore nor will you be able to change it.



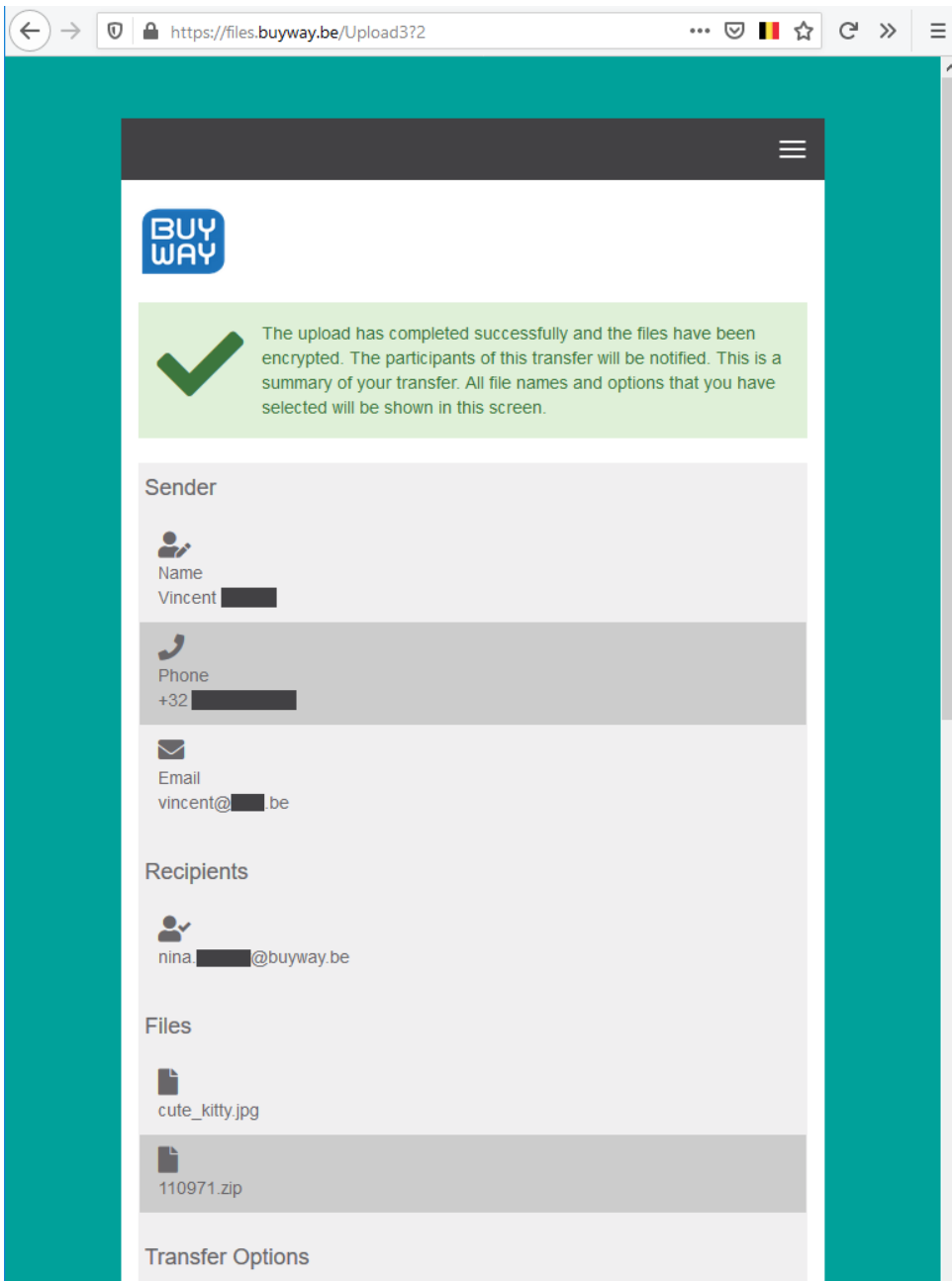
This screen presents you the public message (the email message) that will be sent to your recipient.

Leave it as is. You are free to edit it but remember that although Buy Way will always try to use highest mail transport security, we cannot guarantee confidentiality of this notification text.

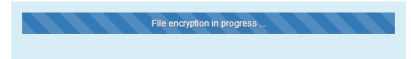
When you are done, click on **Start Transfer**.



Your files are now being transferred to Buy Way.



When all files are transferred, you might see an intermediate "File encryption in progress ..." message :

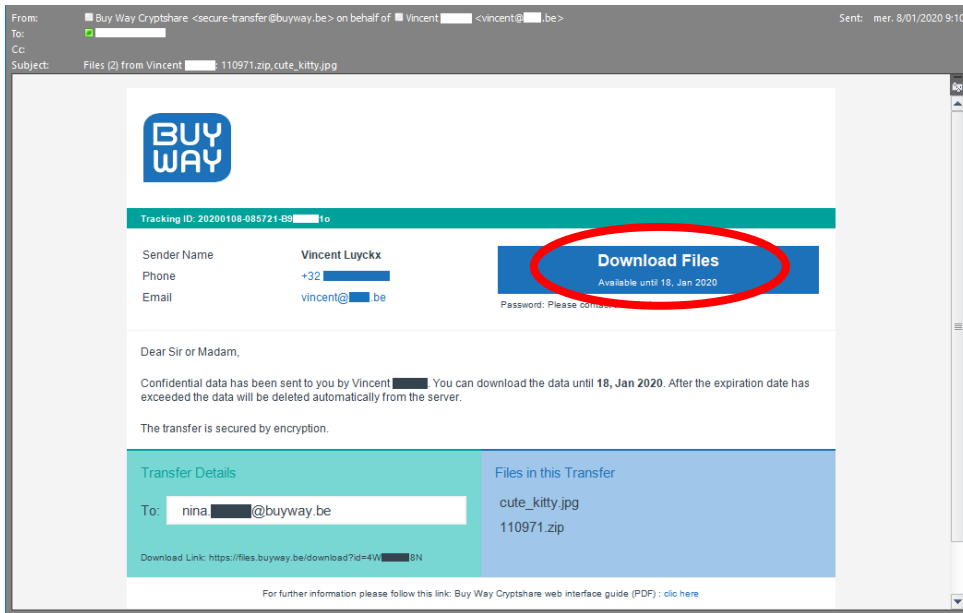


Then you will see this final screen.

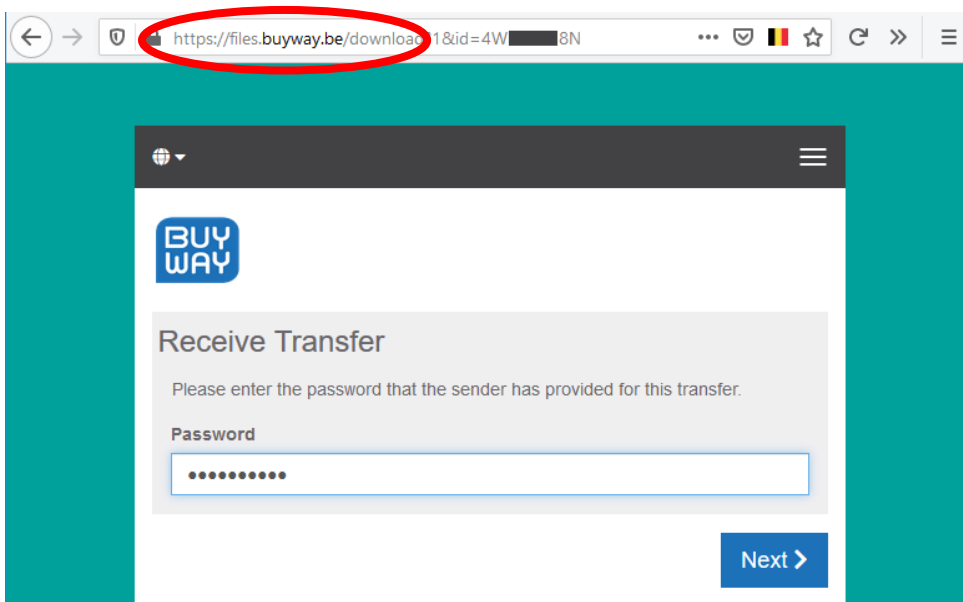
Your recipient will receive an e-mail with instructions and a link to retrieve your files.

If you did use a password, transmit it to your recipient, preferably using another channel (by phone, by secure messaging, by SMS...)

Receiving files using the web platform



Once you receive an e-mail from Buy Way Cryptshare, click on the **Download Files** button.



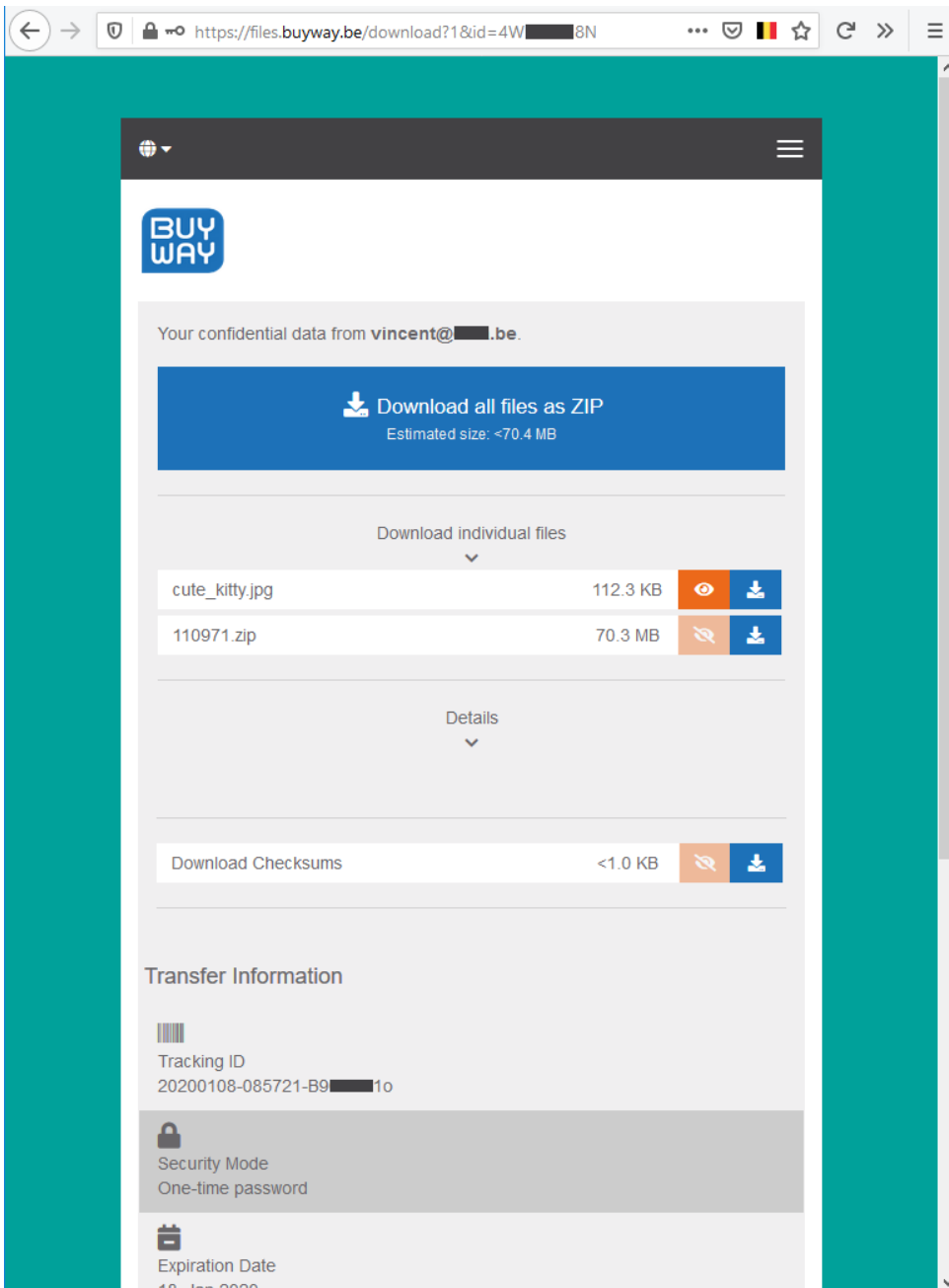
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If a password is needed, contact the sender, preferably using another channel (by phone, by secure messaging, by SMS...)



Enter it in the **Password** field, and click **Next**.



You will have access to the secure messages/files uploaded for you.

Your first option is to download them all at once in a zip file.

You may also expand the "Download individual files" section using the  arrow.

There you may  preview files in the browser (if file type is supported), or  download them individually to your computer.

If you expand the Details section, more information will be displayed about the transfers.

If you are familiar with checksums, you may also download a csv file containing the SHA-1 checksums of all available transfers.