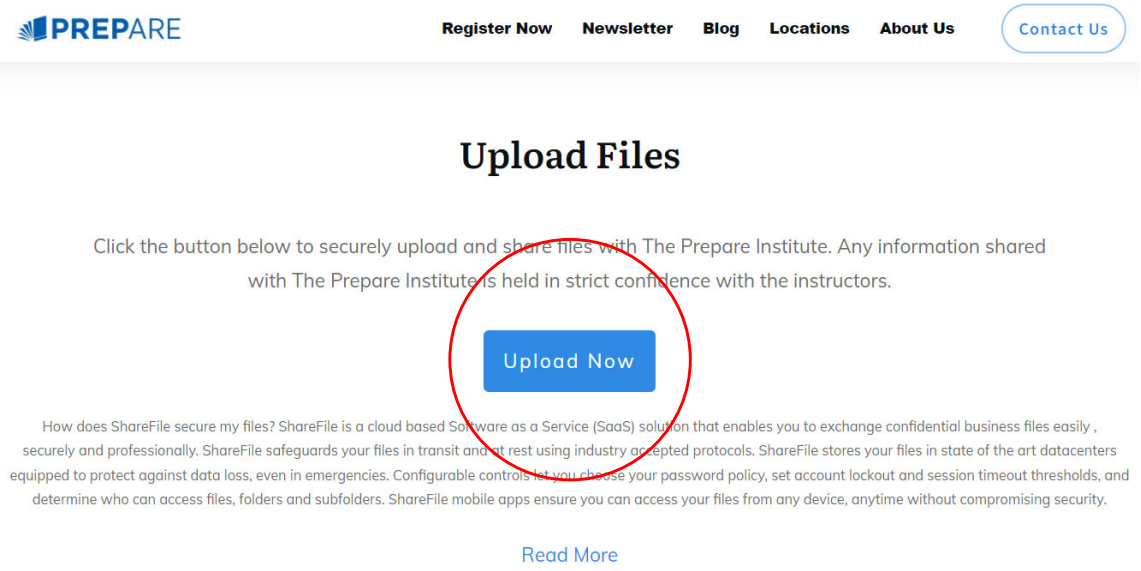
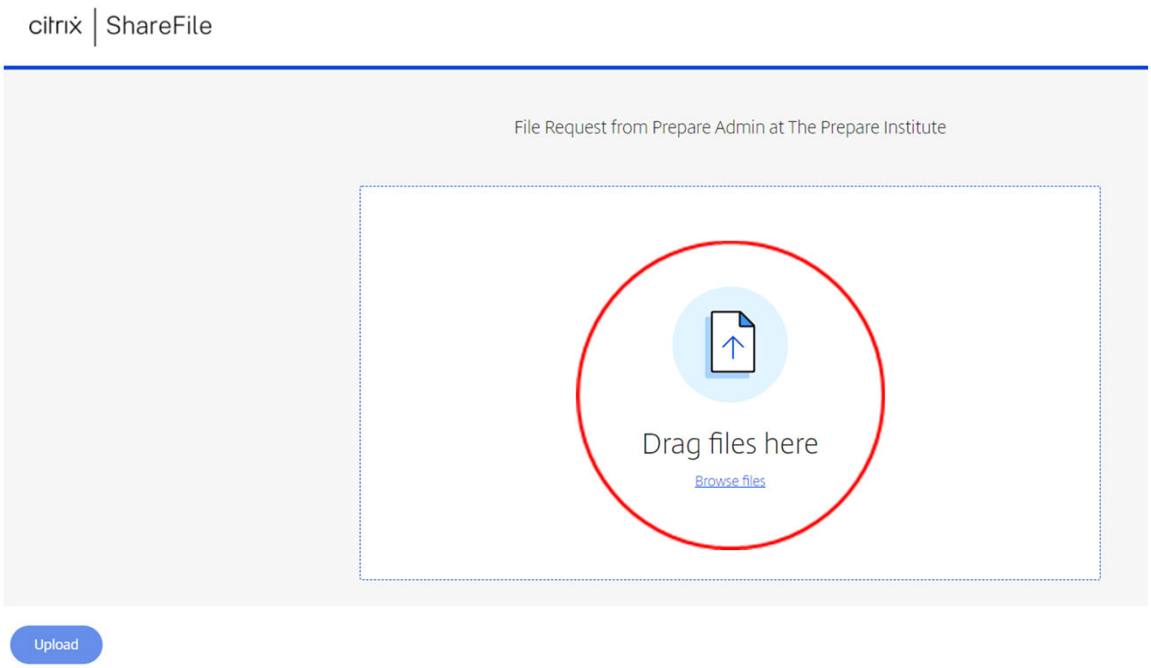
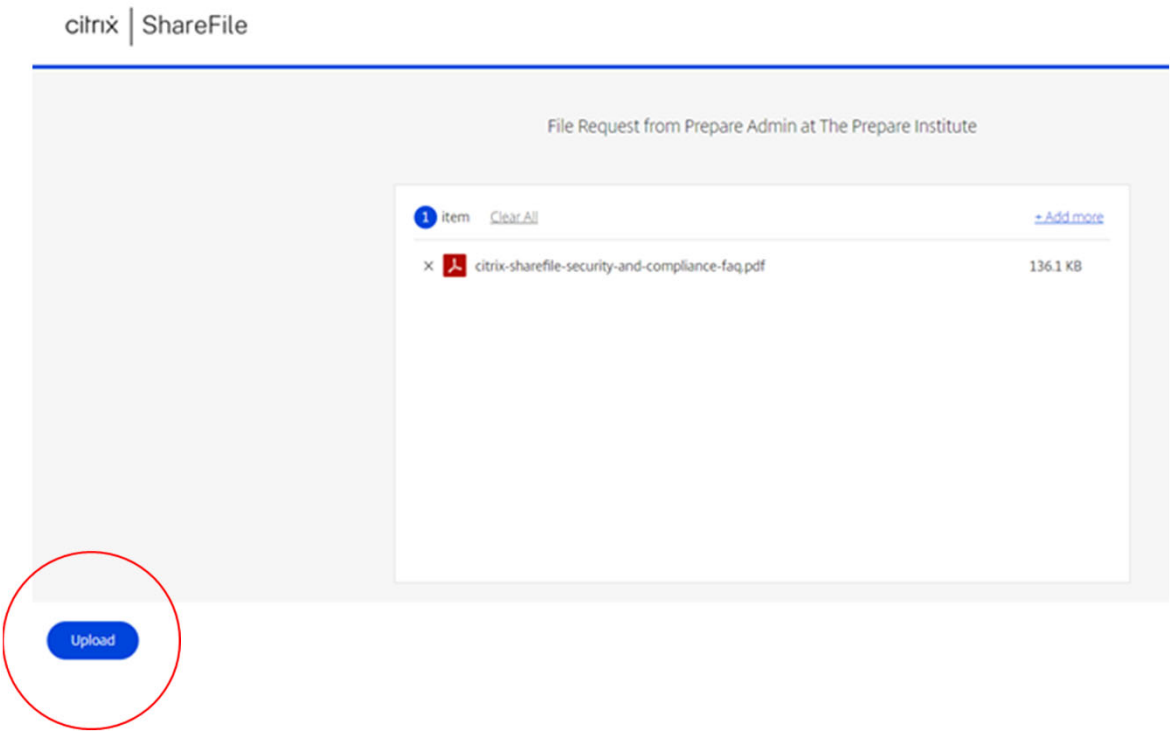
Step 1 – Click the “Upload Now” Button



Step 2 – Enter your Email, First and Last Name

Step 3 – Drag and Drop your files on this screen or use the Browse Files link



Step 4 – Once the files appear in the screen press the upload button on the bottom left.