

## Quick Guide To Sending Files Through We Transfer

In today's digital age, transferring large files securely and efficiently is paramount. WeTransfer offers a reliable platform for sharing files of any size, ensuring seamless collaboration and communication across distances.

### Here's a step-by-step guide on how to use WeTransfer:

#### Visit the WeTransfer website:

Open your web browser and go to <https://wetransfer.com/>

#### Agree to the terms:

WeTransfer updates their terms of services regularly, so be sure to read and agree to any terms or conditions if prompted.

#### Choose the files you want to send:

Click on the "+ Add your files" button. This will open your file explorer, allowing you to select the files you want to transfer.

#### Add recipient's email address:

Enter the recipient's email address in the "Email to" field. You can add multiple email addresses if you're sending the files to more than one person.

#### Add your own email address:

In the "Your email" field, enter your own email address. This is where you'll receive a confirmation email and any replies from the recipient.

#### Optional message:

You can add a message in the "Message" field if you want to include any additional information or instructions for the recipient.

#### Start the transfer:

Click on the "Transfer" button to start the file upload process. Depending on the size of your files and your internet connection, this may take some time.

#### Wait for the upload to complete:

Once the files are uploaded, you'll see a progress bar indicating the status. Wait for the upload to complete.

#### Confirmation email:

WeTransfer will send you a confirmation email to the address you provided. This email will include a link to the files you've uploaded.

**Recipient's email:**

The recipient(s) will also receive an email with a link to download the files.

**Download link expiration:**

Keep in mind that the download link usually expires after a certain period (typically 7 days), so make sure the recipient downloads the files within that time frame.

That's it! You've successfully used WeTransfer to send large files to someone. If you want to track the status of your transfer, you can create a free WeTransfer account, which allows you to manage and monitor your file transfers.

