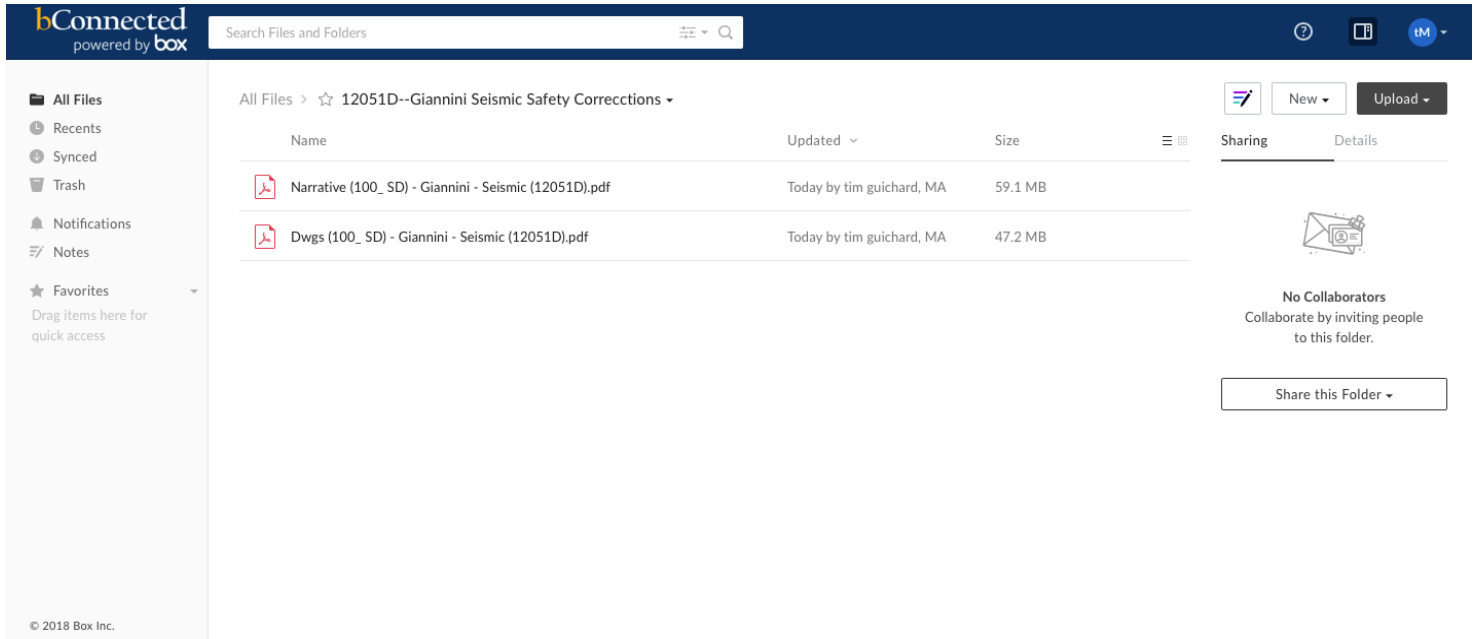


Creating a download link in Box

1. Create a folder and upload your files to it.

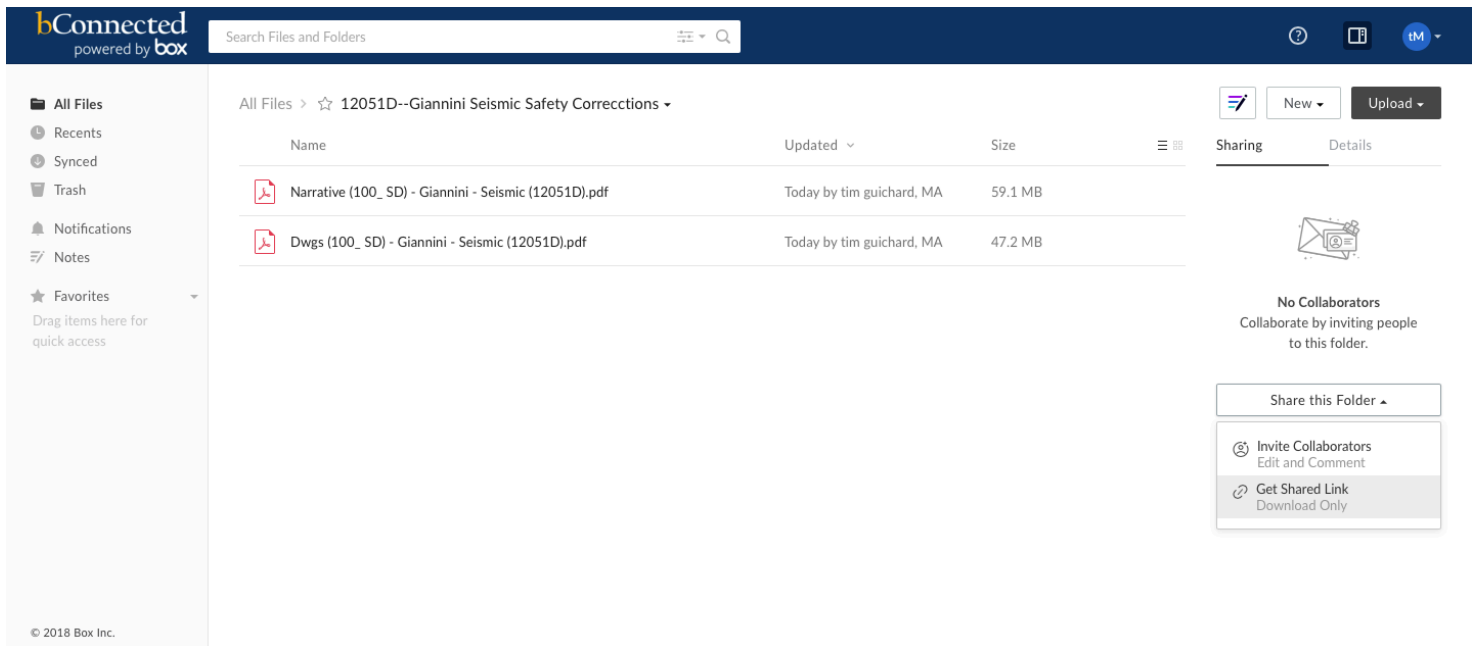


The screenshot shows the Box web interface. The top navigation bar includes the 'bConnected powered by box' logo, a search bar, and user profile information. The left sidebar contains navigation options: All Files, Recents, Synced, Trash, Notifications, Notes, and Favorites. The main content area displays a folder named '12051D--Giannini Seismic Safety Correcctions' containing two files:

Name	Updated	Size
Narrative (100_SD) - Giannini - Seismic (12051D).pdf	Today by tim guichard, MA	59.1 MB
Dwgs (100_SD) - Giannini - Seismic (12051D).pdf	Today by tim guichard, MA	47.2 MB

On the right side, the 'Sharing' tab is active, showing 'No Collaborators' and a 'Share this Folder' button.

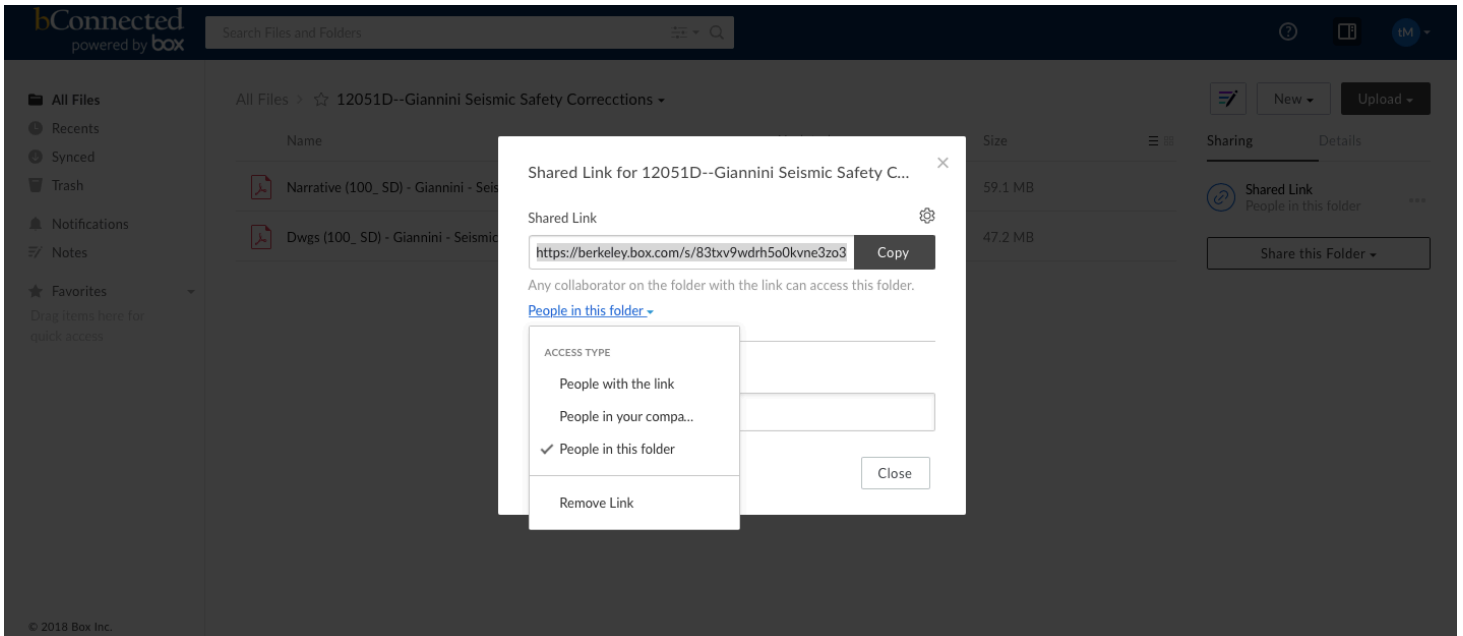
2. Click on the button that says “Share this Folder” and Click “Get Shared Link”.



This screenshot shows the same Box interface as the previous one, but with the 'Share this Folder' dropdown menu open. The menu options are:

- Share this Folder ▲
- Invite Collaborators
Edit and Comment
- Get Shared Link
Download Only

3. On the pop-up window that appears click “People in this folder” and select “People with the link” from the drop-down menu that appears.



4. Copy the “Shared Link” and paste it wherever you need to. Click “Close.” That’s it!

