

SECURE DATA UPLOAD INSTRUCTIONS

Using the Circuit Express Secure Data Upload web page is fast and easy. This web page can handle files sizes up to 50 megabytes and does not require users to have FTP software installed on their computers. Please follow the instructions below to transfer files to Circuit Express. If you need help please call Will Benner, CEI IT Manager, at 480-966-5894 X232.

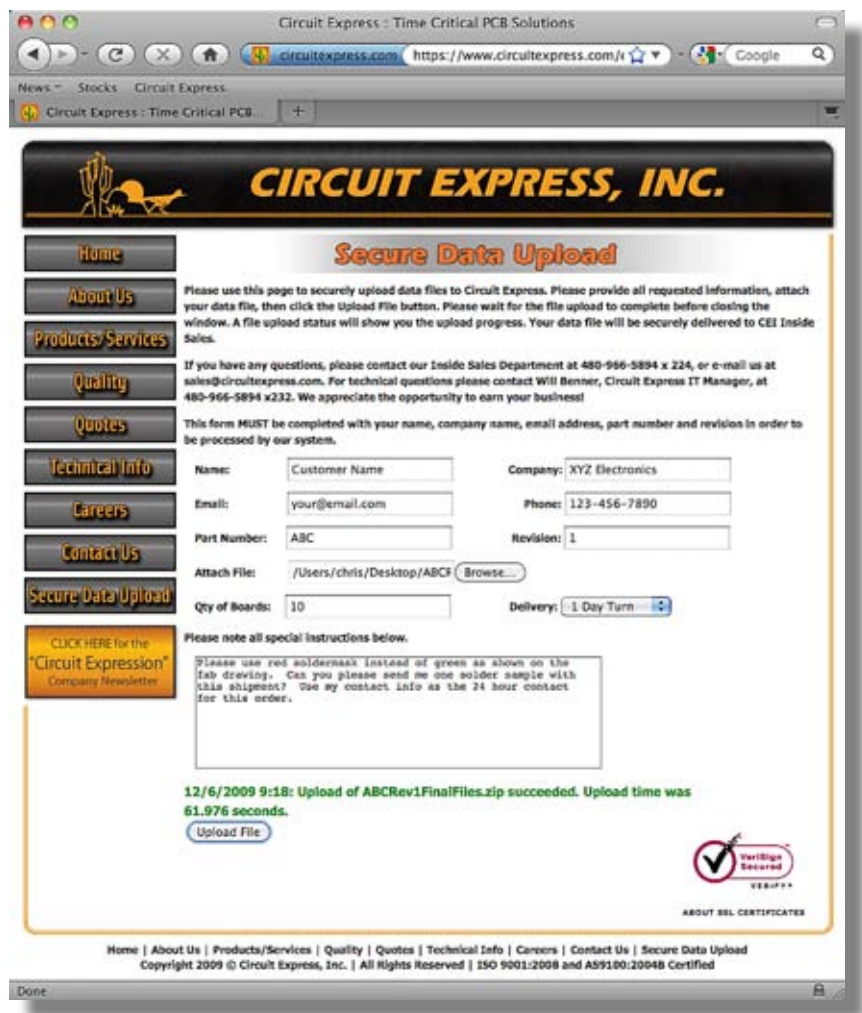
Step 1 - Point your web browser to www.circuitexpress.com then click on the **Secure Data Upload** link in the navigation pane.

Step 2 - Enter your Name, your Company Name, Email Address, Phone Number, and the Part Number and Revision level for the PCB files you're uploading. This is required information and the file upload will not work if you skip any of these fields.

Step 3 - Click on the **Browse** button and select the data file on your computer that you want to upload.

Step 4 - Enter the Quantity of boards you want us to quote, then select your Delivery leadtime requirement from the drop down box. Please use the Special Instructions box to give us any additional information for your RFQ. All of the items in this step are optional but they will help speed up the quote process.

Step 5 - For the last step, click the **Upload File** button. As soon as your file transmission begins you will see a status indicator in blue text. Please do not close the browser window until the file upload has completed. The status text will change to green and you'll see a successful upload message when you're done!



The screenshot shows a web browser window with the URL <https://www.circuitexpress.com/>. The page header features the Circuit Express, Inc. logo and the title "Secure Data Upload". A navigation pane on the left includes links for Home, About Us, Products/Services, Quality, Quotes, Technical Info, Careers, Contact Us, and Secure Data Upload. The main content area contains a form with the following fields: Name (Customer Name), Company (XYZ Electronics), Email (your@email.com), Phone (123-456-7890), Part Number (ABC), and Revision (1). The Attach File field shows a file path and a "Browse..." button. The Qty of Boards is set to 10, and the Delivery is set to 1 Day Turn. A "Special Instructions" box contains the text: "Please use red soldermax instead of green as shown on the fab drawing. Can you please send me one solder sample with this shipment? Use my contact info as the 24 hour contact for this order." Below the form, a green message states: "12/6/2009 9:18: Upload of ABCRev1FinalFiles.zip succeeded. Upload time was 61.976 seconds." An "Upload File" button is visible. At the bottom right, there is a "Verified" badge and a link to "ABOUT SBL CERTIFICATES". The footer includes navigation links and copyright information: "Copyright 2009 © Circuit Express, Inc. | All Rights Reserved | ISO 9001:2008 and AS9100:2004B Certified".

