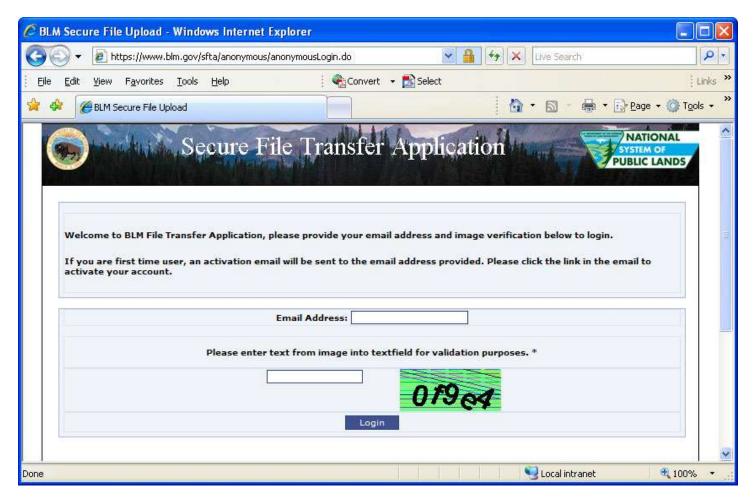
How to Use BLM's External SFTA Anonymous File Sharing Site

Please note that the BLM'S External SFTA Anonymous File Share Site currently works best in Microsoft's Internet Explorer. Versions later than 7.0 may require Compatibility View to be enabled.

The BLM's External SFTA Anonymous File Sharing site allows any user to download files uploaded to SFTA by authenticated BLM users. Anonymous users can only view (or Get) files from SFTA directories; they cannot write (or Put) to any directory. Anonymous users have read access to the /blmincoming, /blmshare, and /pub file folder trees.

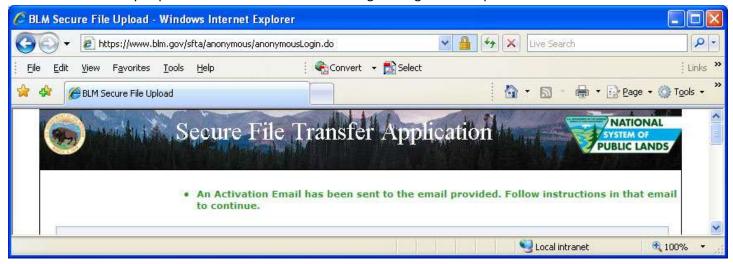
To access the BLM's External SFTA Anonymous File Sharing site, go to the following web page:

http://www.blm.gov/sfta_anon

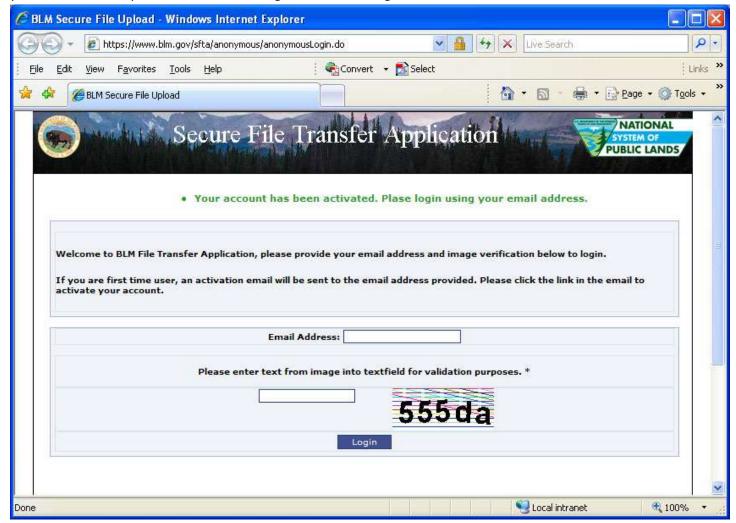


Type your valid email address in the Email Address field and the text on the image shown in the Validation field to log and then click the Login button to access the site.

If this is your first time accessing the site, you must validate your email address by clicking a validation link received via email to the address you provided. You will see the following message at the top of this site:

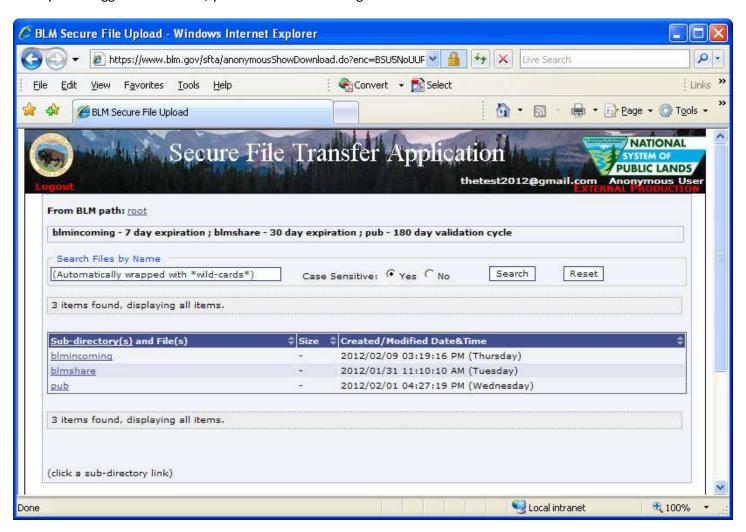


You will receive an email from blm_sfta_admin@blm.gov with the subject "Anonymous account activation notice". From your email, either click the link provided or copy & paste it into your browser Address field. Once you've validated your email address, you will see the following activation message:



Submit your email address and validation text again to access the web site.

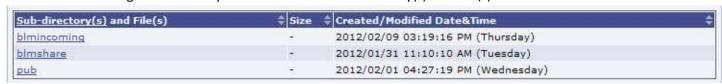
Once you've logged into the site, you will see the following screen:



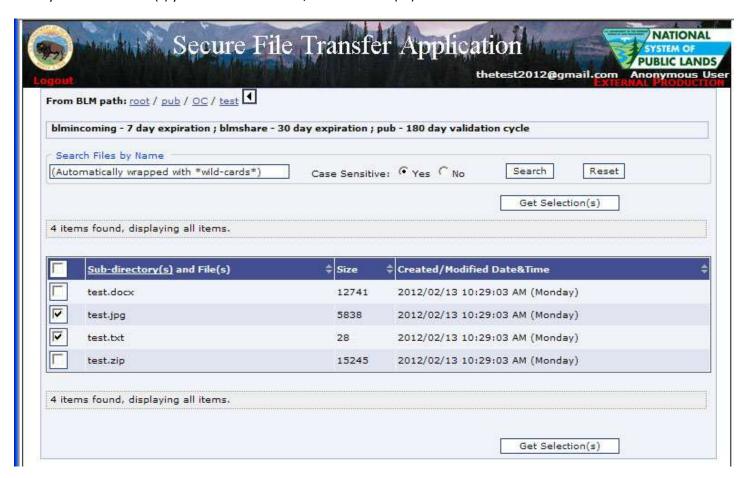
Based on the information received from your BLM partner, you may either search for a specific file name (or partial file name) using the "Search Files by Name" section:



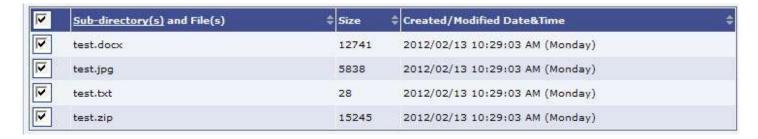
...or drill down through the directory links found in the Sub-directory(s) and File(s) section:



Once you found the file(s) you wish to download, select the box(es) next to the file names.



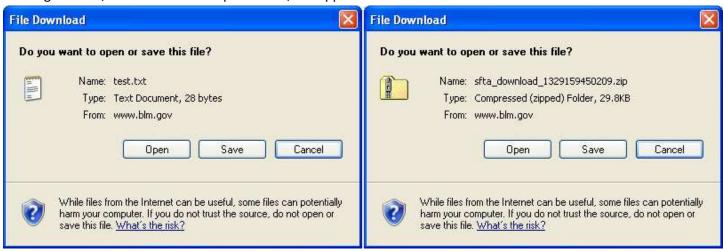
You may also select all files within a directory by selecting the box next in the first column of the blue header:



To download the selected file(s), click the Get Selection(s) button located near the button right side of your page:

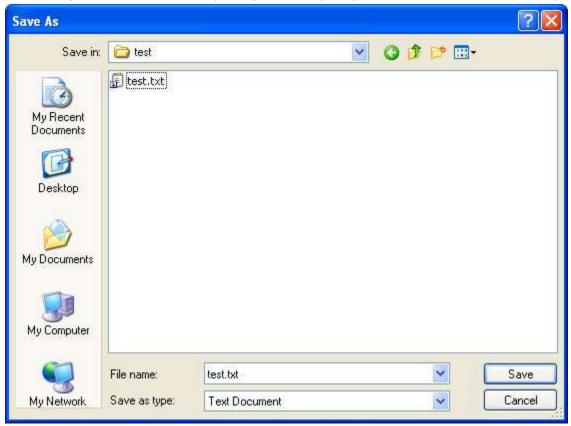


A dialog window, similar to the examples below, will appear:



Single file downloads will be available in the file format presented on the site, while multiple file downloads are zipped into a single document for file transfer.

You can choose "Open" to view the file, choose "Save" to save the file, or "Cancel" if you don't want to do anything with the file. If you choose the "Save" option, you will be prompted to select the location where you want to save the file.



Select your location and click on the 'Save' button. You have now successfully downloaded content from SFTA. Please select the red Logout link located near the top left of the web page to leave the system.

If you have any questions or comments, please contact **BLM_SFTA_Admin@blm.gov**.