

How to download a file securely using USO-FX2

Firstly go to the main page

<https://my.uso.im/usofx/Share.aspx>

Log in with your Atomwide password

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You have requested access to myUSO.



Please enter your USO username and password, then click the Login button.

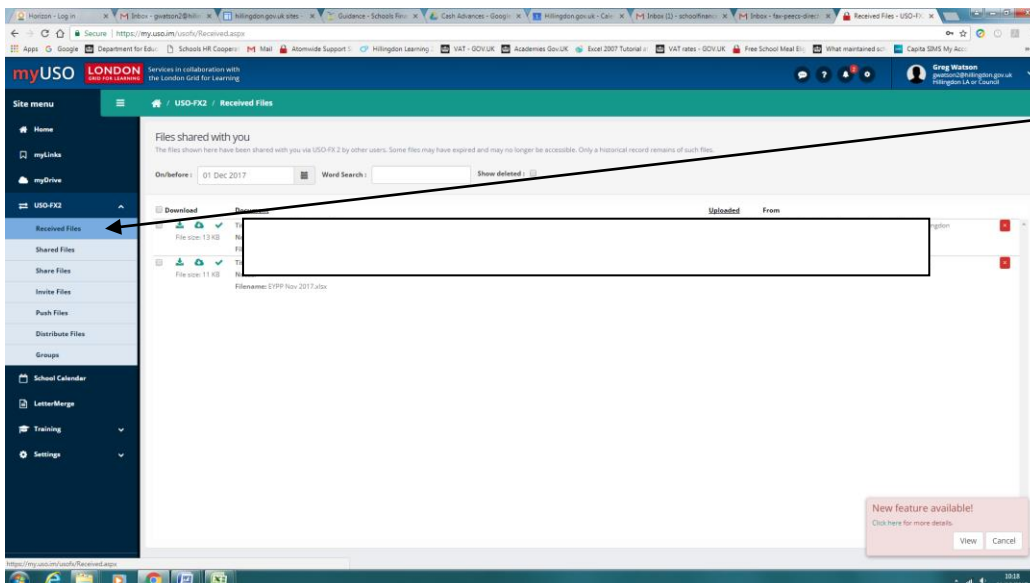
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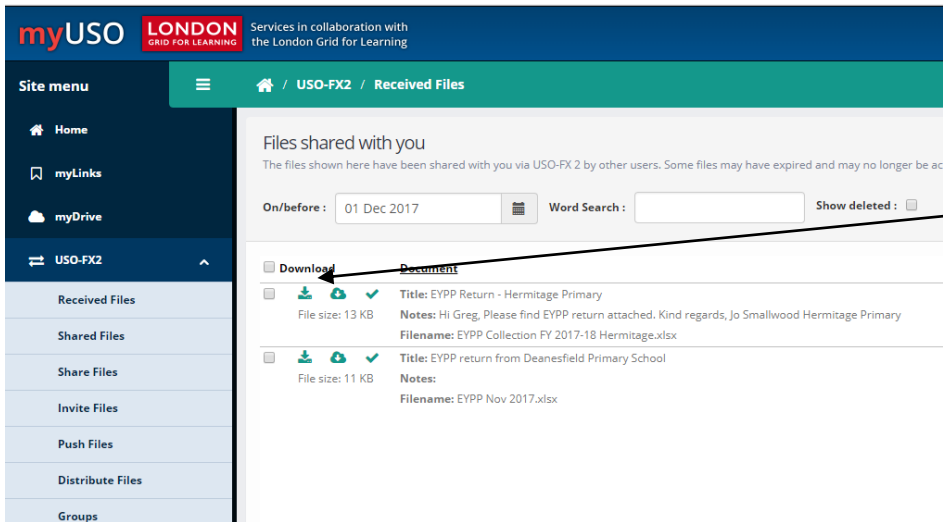
Login

Login using your existing username and password.

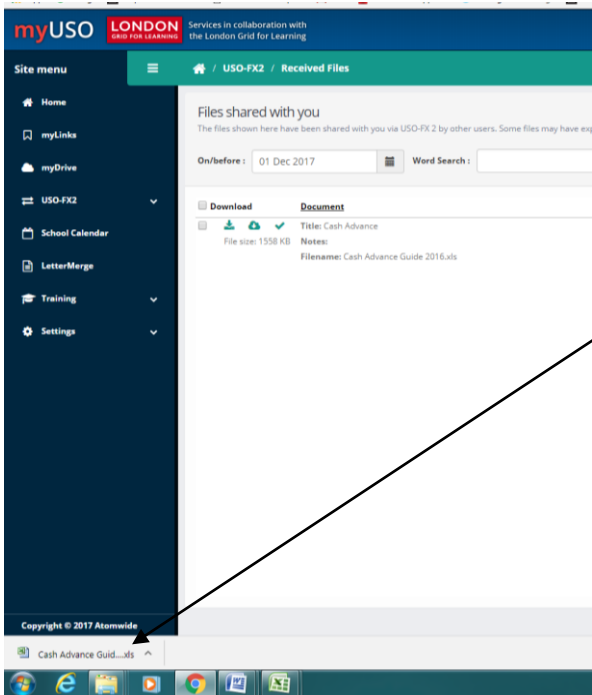
! You must close all browser windows and quit the browser application once you have finished using these resources, otherwise the next user of this computer may be able to access your account.
For the same reason, do not enable any browser feature which re-opens recently-viewed pages on startup.



Check 'Received Files' is highlighted

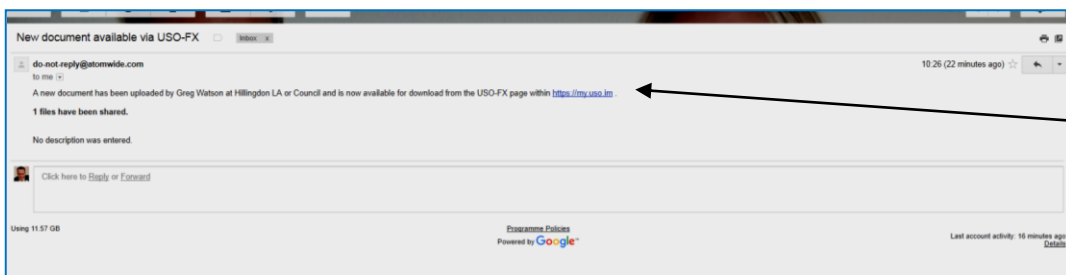


Click on download button

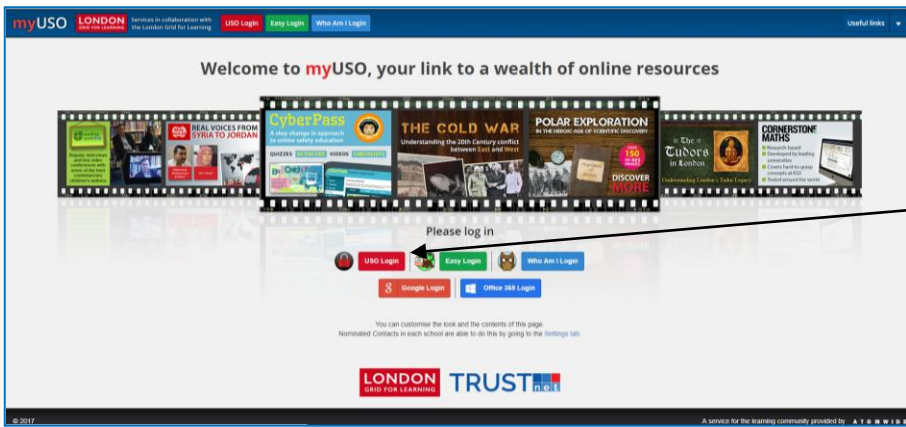


Click on file to view and save in the usual way

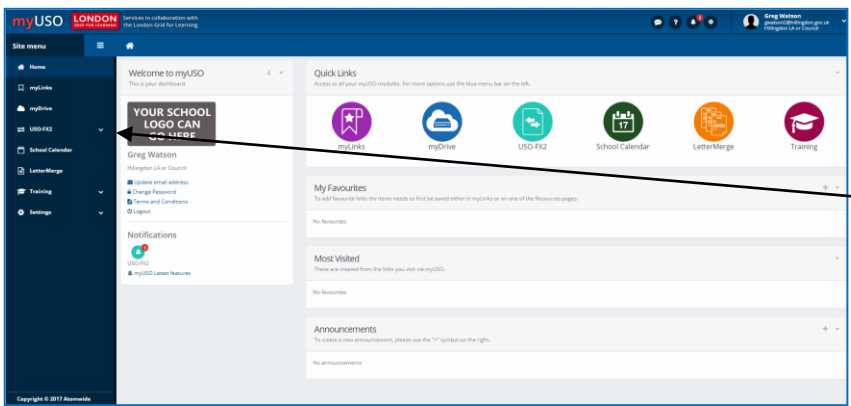
Alternatively you may have received an automatic email notification which looks like this



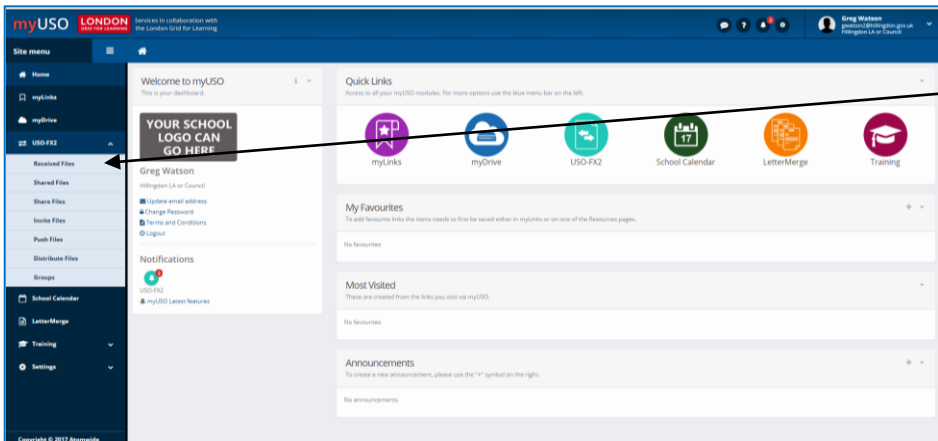
Click on link



Click on USO Login



Select drop down icon next to USO-FX2



Select Received Files

You can now download, view and save the file as per guidance on page 2

Schools Finance Team

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