

## Receiving Files with Mimecast Large File Send Quick Start Guide

### What is Mimecast Large File Send?

Mimecast Large File Send supports security and productivity by enabling employees to send and receive large files directly from Outlook, regardless of the attachment limits of their own or other parties' email system. It protects attachments with encryption, optional access key and custom expiration dates, and verifies receipt and download of files. It also archives all files and notifications according to email retention policies, supporting audit, e-discovery and compliance.

This guide includes:

- Information on receiving large files.

If you still have questions, please view additional Mimecast guides on our [resource page](#) or contact the OMES Service Desk via [LIVE CHAT](#), [email](#), our [Tech Desk](#) customer portal or phone (405-521-HELP).

### Receiving large files via the Large File Portal

1. When someone shares large files with you, you will receive a notification email. Click **Download Files**.



## You've been sent large files

Robert Page sent you large files. Download them before Thu, 04 Jun 2020 00:59 -0400.

### Files

**North Carolina Statewide-I...\_Manual.pdf (1.2 MB)**



Download Files

2. A web browser will open and load the Large File Send portal, presenting you with the following screen.



#### Large File Send

Mimecast Large File Send for PC and Mac users provides a fast and simple way to send and receive large files without being restricted by attachment limits. Go back to email for sending and receiving large files.

### Large File Send

An access key is required to share files with @omes.ok.gov

[Get Access Key](#)

Already have a key? Log in now.

[Home](#) [Knowledge Base](#) [Contact Support](#)  
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Powered by **mimecast**

- Depending on the options selected when sending the Large File Send message, you will either be prompted for an Access Key, which can be obtained by clicking on the **Get Access Key** button, or logged into the Large File Send portal.
  - If you selected to receive an access key, you will receive the following email from the domain postmaster address:



### Here's your access key

Use it to share large files with  
2020 00:59 -0400.

before Sat, 30 May

dzlCQ2M2czE

If you didn't ask for this key, please contact the sender or your administrator.

- Once you successfully log into the Personal Portal, the Large File Send portal is displayed and you can download your attachments.
- You can download files in the following ways:
  - Individually – select **Download** next to the file.
  - In batches – select multiple files.
  - Download all files listed – select **Download All**.