

SECURE DEPOSIT BOX INSTRUCTIONS

Accessing the secure link to the CSO website

To send information securely to the CSO via the Internet, you will need to go to the Internet address (URL) <https://lodgedata.cso.ie>

Logging in

You will need to enter your username and password in the relevant spaces and click on the 'Login' button.

Central Statistics Office

Secure Deposit Box

You will require an authorised username and password to access the CSO data lodgement site

Login

Please enter your Username and Password

Username:

Password:

| [CSO Home Page](#) |

Welcome page

After logging in, you will reach the welcome page. This page has some background information on the Secure Deposit Box and allows you to navigate to the data lodgement page.

Note: Clicking on the 'Cancel and go to CSO Home Page' will take you to the CSO Home Page (www.cso.ie)



Secure Deposit Box

Welcome suspor

Having reached this page you can be assured that all communications across this connection are now secure. Please read the information below if you need to find out more about lodging your data with the CSO. Alternatively you may;

[Click here to lodge your data straight away.](#)

[Cancel and go to CSO Home Page](#)

Your PC...

The service has been tested with browser software Internet Explorer v4.00 and v5.5 and Netscape Communicator v4.73 running on IBM compatible PCs under Windows 95, NT, 2000 and XP. Your browser must be JavaScript and Secure Socket Layers (SSL) enabled (see your browser's Help if unsure). The screen resolutions used during testing was 800 x 600 and greater.

The time taken to transmit your data lodgement will vary according to the size of the attached file or text, and the speed of your internet connection.

The Lodgement Form...

You may submit your data in the form of plain text, a file attachment or both. You may only lodge one file at a time. If you need to lodge more than one file, then you need to either make more than one lodgement, or use a suitable file compression utility (the CSO uses WinZip) to package your files into one. There is a 10Mb limit on attached files. Executable or infected files will not be accepted.

Where to get help...

Should you need help with your application or need any other information, call the CSO contact person who organised your registration for the Secure Deposit Box.

[Click here to lodge your data now](#)

[Cancel and go to CSO Home Page](#)

[| CSO Home Page |](#)

Data lodgement page

The data lodgement page provides the functionality for you to lodge data files and textual information to the CSO. There are three steps to take when submitting data:

Select the name of the survey you are providing data for by clicking on the drop down arrow next to 'CSO Survey Name'.

Attach your survey data either as a file using the 'Browse' button to locate the file (only one file can be attached per lodgement) or as text in the box 'Enter Textual Data'. You can also use the text box to add any comments you wish to send with the attached file or to give feedback on the Secure Deposit Box.

Press the 'Lodge Data' button to complete the data lodgement.



Secure Deposit Box

Data Lodgement

Your Business Name:

Susana Inc.

Your Ref No :

EN11211227

CSO Survey Name :

EHECS test survey for Mairead ▼

Attach Data File :

And / or :

Enter Textual Data :

<< Enter Text Here >>

Send Your Data :

[Cancel and go to CSO Home Page](#)

[| CSO Home Page |](#)

Thank you page

After lodging your data and/or text you will get a message to confirm that the data has been lodged.

Note: Clicking on the 'Click here to lodge another data file' will allow you to lodge another data file.

Exiting

To exit the system, close down the thank you page.



Secure Deposit Box

Thank you

Your data has been lodged to the CSO Secure Deposit Box.

Thank you for taking the time to help us.

[Click here to lodge another data file](#)

[Take me to CSO Home Page](#)

To exit the Secure Deposit Box
close down this page.

| [CSO Home Page](#) |