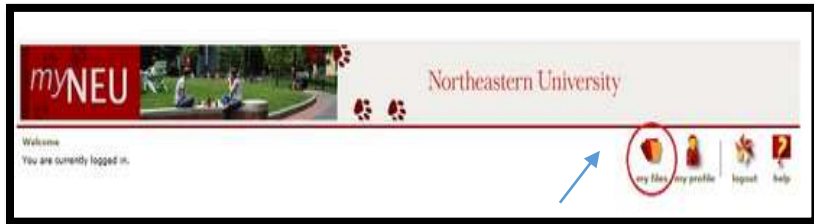**myFiles is a personal web-based file storage site accessible from anywhere in the world. Students have 5GB of memory granted to them for storage.**

You can Upload, access, retrieve and share files. Securely store files, publish content through links to a website, a PDF and other documents. Customize control and share your files with othe users.

You can access myFiles from the MyNeu website by clicking the icon on the top right side of the page.

You can upload a document through the upload button. Browse a file from your system and click on start upload. Add more files using Add file option.

You can now manage your files and folder by selecting the checkbox at the left side of the file, various options are now enabled for this file. You can delete the file, share it with other users, email it and set permissions for your file and more.