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Getting started and user FAQ guide

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Send, receive  
and share files  
securely and  
quickly.



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## Marketing Overview

It is a process to allow an organization to focus resources on the greatest opportunities to increase sales and achieve the company's target. Marketing strategy's goal is to increase sales and achieve the advantage of a company's solution and contribute to its objectives. The objectives will be based on how you will maximize your sales outcome and marketing activities.

A marketing strategy helps convey effective messages with the right level of marketing approaches that will maximize your sales outcome and marketing activities.

Product Categories	Profit per Year				
	2013	2014	2015	2016	2017
General tools	+820.82	-13.9	+920.82	+7207.75	+80.82
Health & Medical	-13.9	+82.94	-239.74	-229.00	-13.9
Art Supply	+82.94	+920.82	+82.94	+239.74	+82.94
Kids & Baby	+659.02	+7207.75	+659.02	-13.9	+659.02
Kitchen wear	-229.00	-229.00	+7207.75	+82.94	-229.00
Fashion	-787.75	+659.02	-13.9	+920.82	+7207.75
Furniture	+239.74	-239.74	-229.00	+659.02	+239.74

## Growth Percentage

Profit per year of each product, October to October, 2016

# Welcome

We appreciate that in today's world, data security and privacy is of the utmost concern for all businesses.

We are therefore pleased to introduce you to RouseShare, our encrypted file sending solution that you can use to send and receive data files to/ from your Rouse Partners team.

RouseShare allows you to quickly and more securely, send large or sensitive electronic files to us.

It is more secure than sending via email and should not be quarantined or held up by email filters at either side.

You will have the peace of mind that you are protected by the highest level of business security that we can currently access with end-to-end encryption. It also includes a user friendly interface which means that uploading files is simple and fast.

I hope this guide helps you to begin using RouseShare, however should you have any further questions please do not hesitate to get in touch with a member of our team.

Kind regards

**Tom Gardner**  
IT Manager, For and on behalf of Rouse Partners LLP



## Access Rouseshare

To send or receive files via RouseShare, please visit:

[www.rousepartners.co.uk/roushare](http://www.rousepartners.co.uk/roushare)

## Why use RouseShare?

- Send/receive large files without any size or access restrictions.
- Send in any format including Word, Excel, PDF, CSV, backups (.bak, .001) etc.
- Send quickly without worrying about your files being held up or blocked by firewalls at your end or ours.
- Send securely with AEAD ciphers, a unique IV and passphrase entropy to encrypt the packages and protect your files.
- Send confidently with data being securely shredded and removed from our servers when it expires after 30 days.



**Please note:** RouseShare only works on the latest, secure and most modern internet browsers, such as current versions of Google Chrome, Mozilla Firefox, Opera and Microsoft Edge. It will not run on older versions of Internet Explorer.

# Sending a file to your Rouse Partners contact

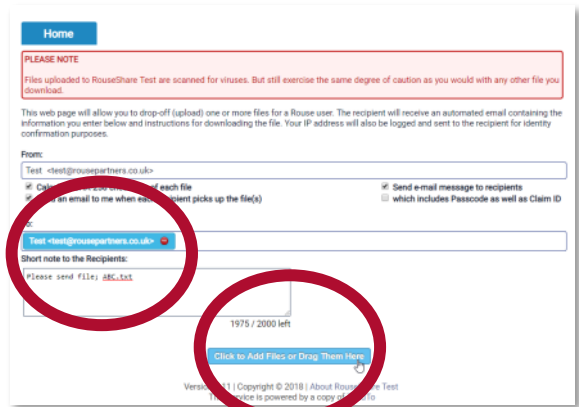
## 1 Generate a file drop-off request

Request your Rouse contact to generate a drop-off request. You should then receive an email from the RouseShare service providing a link. Please check your junk/spam folder if you don't receive this email.



## 2 Upload your files

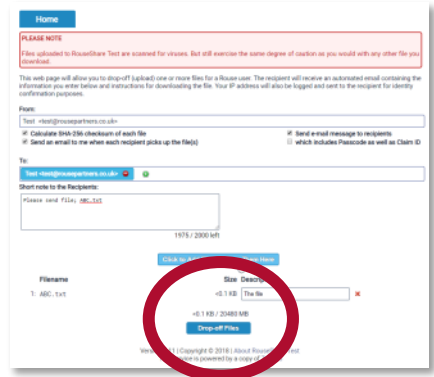
Follow the URL link in the email to the summary page, add a note if required and either click on the bottom button to add files or drag and drop them onto the browser window.



# 3

## Drop-off your files

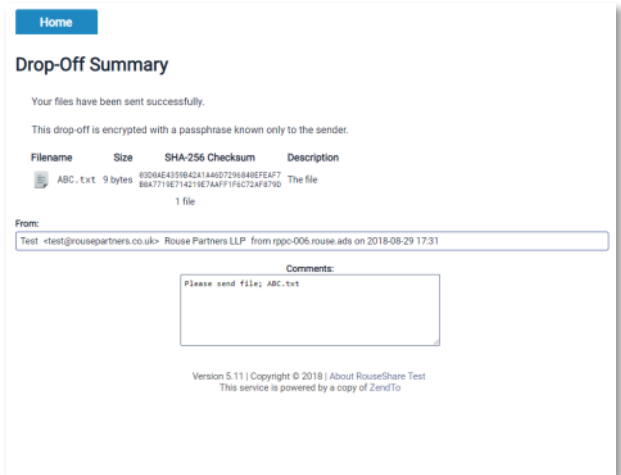
Once the files are ready to be sent you can click on the "Drop-off Files" button.



# 4

## File sending complete

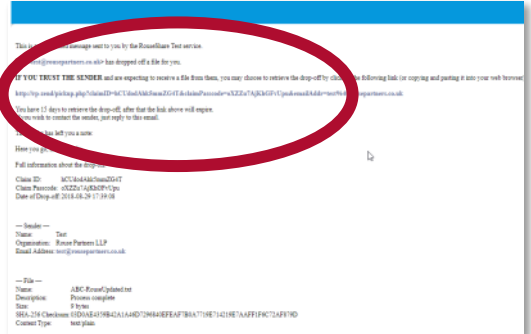
You will see the following message sent summary page.



# Receiving a file from your Rouse Partners contact

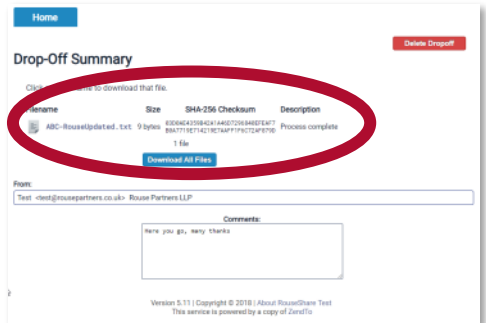
## 1 Your drop-off package

You should receive an email from the RouseShare service detailing various aspects of the request and providing a link. Please check your junk/spam folder if you don't see the email. Separately your Rouse contact will provide a passphrase.



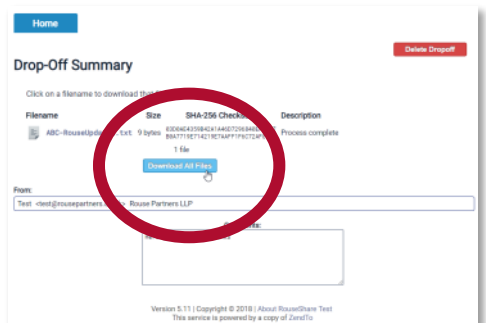
## 2 Review the files to be downloaded

Follow the URL link in the email and a summary of the drop-off should be displayed.



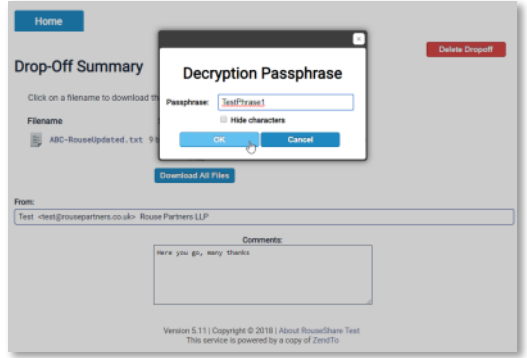
## 3 Download your files

Select to either download single files, or all files in one-go.



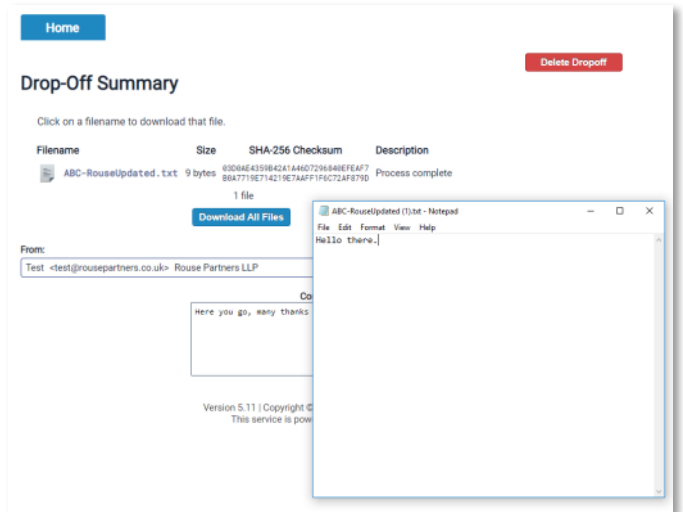
# 4 Enter your passphrase

You will then be prompted for the unlocking passphrase which your Rouse contact shared with you in step 1.



# 5 File receiving complete

You will see the following message received summary page.





# Trusted advice, *Imaginative Solutions.*

If you have any further questions regarding RouseShare please contact your Rouse team on:

**t: 01494 675321**

**e: [info@rousepartners.co.uk](mailto:info@rousepartners.co.uk)**

**[www.rousepartners.co.uk/roushare](http://www.rousepartners.co.uk/roushare)**

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