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1. Login

Step 1: Go to the web file transfer URL for PSO: <https://www.vistaar.com/ps0>

Step 2: Enter login credentials and click on “Login”.

Login

Welcome to Vistaar PSO File Manager

Username:

Password:

Language:

Vistaar Web File Manager powered by QuiXplorer - Login

Step 3: After a successful login, you will see the following screen with the appropriate menu options based on your access-permissions. An Administrative user with “Full Access” will see the following:

[admin] - Directory: /

Up Reload Copy Delete Admin
Home Search Move Upload Logout

File

Name ▲	Size	Type	Modified	Perm's	Actions
0 Item(s) (Free: 7.22 GB)	-				

Vistaar Web File Manager powered by QuiXplorer

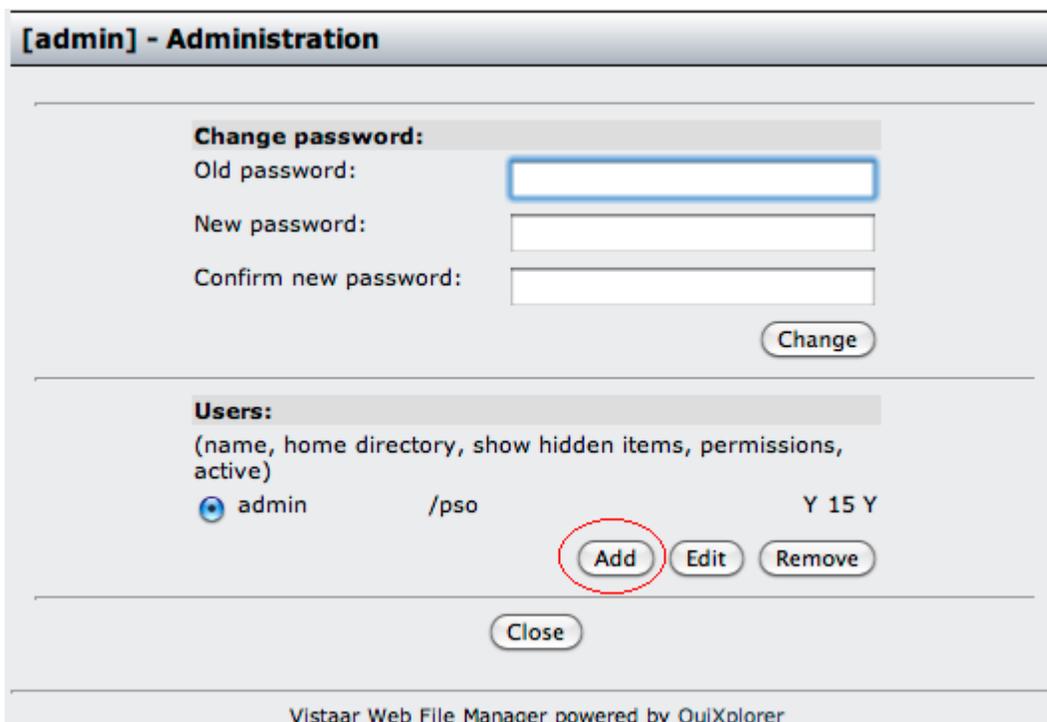
Shows available disk space

Type name of File/Dir and click on "Create"

2. Administration

Click on the “Admin” icon  to open the administration screen. You will be able to perform the following actions from this screen:

1. Change your password.
2. Add/Edit/Delete Users and assign them the desired access-permissions on the desired folders.



[admin] - Administration

Change password:

Old password:

New password:

Confirm new password:

Users:
(name, home directory, show hidden items, permissions, active)

<input checked="" type="radio"/> admin	/pso	Y 15 Y
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Vistaar Web File Manager powered by QuiXplorer

3. Example: Create user with ability to download-only

1. Click on the “Add” button to add a new user.

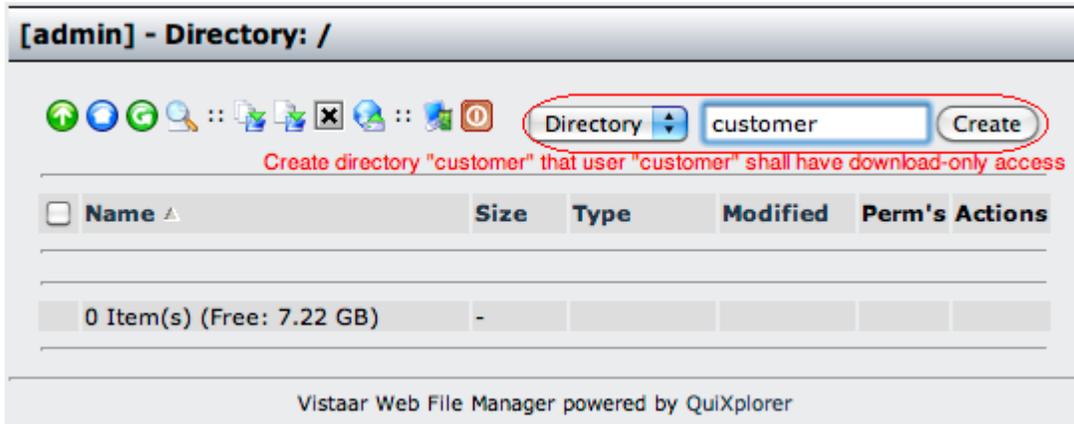
Step 1: In this example a user “customer” will be added with download-only rights on the “customer” folder. NOTE: all folders must be created under the root “/pso” folder.

The screenshot shows the administration interface for adding a user. The title bar reads "[admin] - Administration: add user 'customer' with ability to download-only from '/pso/customer'". The form includes the following fields and options:

- Username:** customer
- Password:** [masked with dots]
- Confirm password:** [masked with dots]
- Home directory:** /pso/customer
- Home URL:** http://localhost
- Show hidden items:** No
- Hide pattern:** ^\.ht
- Permissions:**
 - User may Read and Download a file Read
 - User may Create a new file Write
 - User may Upload, Modify an existing file Change
 - User may Delete an existing file Delete
 - User may change their password Change password
 - Full access (including administration) Administrator
- Active:** Yes

Buttons for "Add" and "Cancel" are located at the bottom right. The footer text reads "Vistaar Web File Manager powered by QuiXplorer".

Step 2: Be sure to create the folder “customer” under the root “/pso” folder.



4. Example: Create a user with “Upload” rights

