THE SUNSHINE FOUNDATION OF CANADA

# How to Upload and Send Splash Challenges!



## Email:

- 1. If your video file is small enough, send it to "events@sunshine.ca".
- 2. Congrats on sending your Splash Challenge video to Sunshine!

## **Google Drive Link:**

### From your Phone:

- 1. Upload your video to google drive.
- Click the 3 dots on the far-right side of the video you want to send. Click "Share"
- 3. Click the 3 dots on the far-right side. Click "Manage access".
- 4. Under **"General access",** click **"Restricted"** and change who can access the link by clicking **"Anyone with the link".**
- 5. Click the arrow button in the top left corner till you come back to the page after you clicked the 3 dots.
- 6. Click **"Copy link".** Now the link to see this video will be copied to your clipboard.
- 7. Email the link to "<u>events@sunshine.ca</u>" with your team's name as well as the email you used to register for #SplashForKids.
- 8. Congrats on sending your Splash Challenge video to Sunshine!

## From your Computer:

- 1. Upload your video to google drive.
- 2. Right click on your video and click "Get link".
- 3. Under **"General access",** click **"Restricted"** and change who can access the link by clicking **"Anyone with the link".**
- 4. Click **"Copy link".** Now the link to see this video will be copied to your clipboard.
- 5. Email the link to "<u>events@sunshine.ca</u>" with your team's name as well as the email you used to register for #SplashForKids.
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# We Transfer:

#### From your Phone:

- 1. Search <u>wetransfer.com</u> on your phone.
- 2. Click "Send a file?"
- 3. Click the plus button above the text that says, "Upload files".
- 4. Click "Photo Library".
- 5. Choose the video you want to send to Sunshine and click **"Add"** in the top right corner.
- 6. Click on the blank space just under the text that says "Message" and specify what team you are from.
- 7. Click **"Next"** in the bottom right corner of your screen.
- 8. Click the text that says, "Send an email".
- 9. Click the button that says **"Transfer"** in the bottom right corner of your screen.
- 10. Click the text that says, "Email to" and type "events@sunshine.ca".
- 11. Click the text that says, "Your email" and type the email that you used to register for #SplashForKids.
- 12. Click the button that says "Transfer" in the bottom right corner of your screen.
- 13. Congrats on sending your Splash Challenge video to Sunshine!

### From your Computer:

- 1. Search <u>wetransfer.com</u> on your computer.
- 2. Near the bottom, click "I just want to send files".
- 3. Click the plus button beside the text that says, "Upload files".
- 4. Choose the video you want to send to Sunshine.
- 5. Click the text that says, "Email to" and type "events@sunshine.ca".
- 6. Click the text that says, **"Your email"** and type the email that you used to register for #SplashForKids.
- 7. Click on the blank space just under the text that says **"Message"** and specify what team you are from.
- 8. Click the **"Transfer"** button at the bottom.
- 9. Congrats on sending your Splash Challenge video to Sunshine!