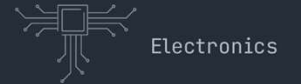




# Leonardo DRS File Transfer Site Guidelines

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8/24/2023



Electronics



Helicopters



Aircraft



Cyber &  
Security



Space



Unmanned  
Systems



Aerostructures

# File Transfer Site

## Step 1:

Your sponsor must initiate the request, which will prompt an invitation to register for the File Transfer Account.

Click on the link to register for a new account.

↩ Reply ↩ Reply All → Forward ⋮

Leonardo DRS – File Transfer Invitation

Wed 8/16/2023 8:20 AM

Leonardo DRS Email Notifications <DoNotReply@drs.com>

To: HappySupplier@winning.com

CC: John.Smith@drs.com

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## Leonardo DRS – File Transfer Invitation

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John Smith has invited you to the Leonardo DRS file transfer site.

If this is your first time, please register for a new account at <https://ExtranetRegistration.drs.com>

When asked for the Leonardo DRS Sponsor, enter the email address of the person who invited you to the portal: [John.Smith@drs.com](mailto:John.Smith@drs.com)

If you have already registered, please continue on to <https://transfer.drs.com>

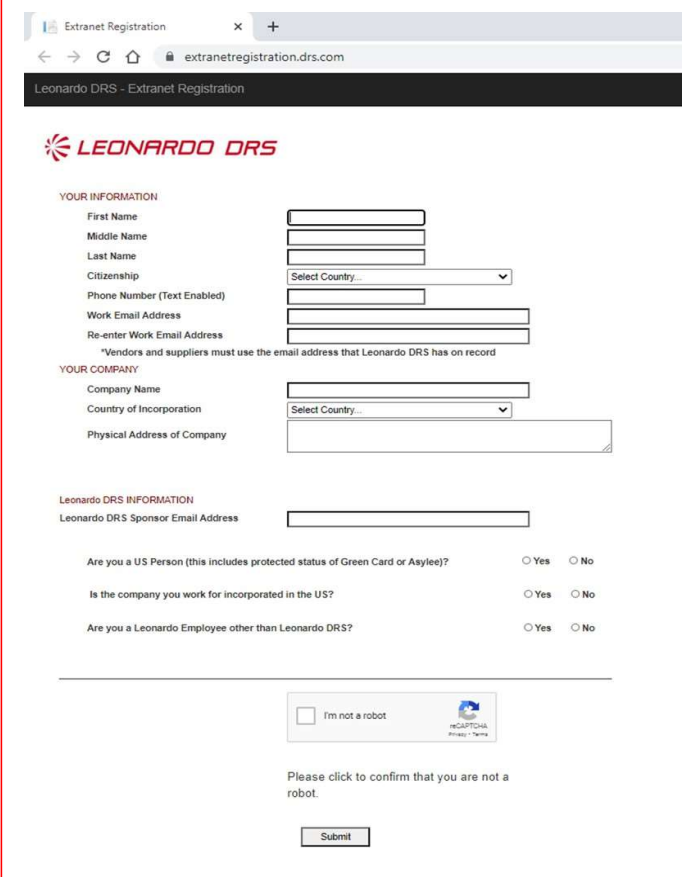
Thank you,  
Leonardo DRS IT Team

# File Transfer Site

## Step 2:

Input your information and submit form.

Be sure that the “Work Email Address” is the same address that Received the Welcome email from the previous slide.



The screenshot shows a web browser window with the URL [extranetregistration.drsc.com](http://extranetregistration.drsc.com). The page title is "Leonardo DRS - Extranet Registration". The Leonardo DRS logo is displayed at the top. The form is divided into three main sections: "YOUR INFORMATION", "YOUR COMPANY", and "Leonardo DRS INFORMATION".

**YOUR INFORMATION**

- First Name:
- Middle Name:
- Last Name:
- Citizenship:
- Phone Number (Text Enabled):
- Work Email Address:
- Re-enter Work Email Address:
- \*Vendors and suppliers must use the email address that Leonardo DRS has on record

**YOUR COMPANY**

- Company Name:
- Country of Incorporation:
- Physical Address of Company:


**Leonardo DRS INFORMATION**

- Leonardo DRS Sponsor Email Address:

Are you a US Person (this includes protected status of Green Card or Asylee)?  Yes  No

Is the company you work for incorporated in the US?  Yes  No

Are you a Leonardo Employee other than Leonardo DRS?  Yes  No

I'm not a robot 

Please click to confirm that you are not a robot.

# File Transfer Site

## Step 3:

Check the box for File Transfer Site

Then Click "Register"

We see you are a new registration.

Extranet

File Transfer Site

To register for new services, check the service(s) above and then click 'Register'

# File Transfer Site

**Step 4:**

Confirmation Screen your registration was successful



Thank you for your information. The Leonardo DRS sponsor will work with you going forward.

[Click here to create another account](#)

# File Transfer Site

## Step 5:

You will receive an email that your account was created and an attachment with instructions to complete a 4-part verification process.

Follow the instructions in the email link to complete setup/confirm 2-Factor Authentication.

The screenshot shows an email interface with the following content:

**New Microsoft Azure Account for Leonardo DRS**

From: noreply@drs.com  
To: [Redacted]  
Cc: [Redacted]

Attachments: Microsoft Azure Accounts for Leonardo DRS.pdf (376 KB)

As requested, we have created your new Microsoft Azure Account to be used on:

- Transfer.drs.com

The Leonardo DRS Sponsor has already asked our IT Department to provide the appropriate permissions you will require in Transfer.drs.com. Please contact your Leonardo DRS Sponsor directly should you have any questions about these permissions.

But first, there are a few configuration items that require your attention:

- Your new username is: [Redacted]  
Office 365/Federated: Use your work computer password as you will actually be authenticating against your organizations local network.  
Microsoft Accounts: Use the password you selected when you created your Microsoft Account or reset it here: <https://myapps.microsoft.com>.
- Please click the following link to setup/reconfirm 2-Factor Authentication  
<https://login.microsoftonline.com/redeem?rd=https%3a%2f%2finvitations.microsoft.com%2fredeem%2f%63ftenant%63db9aa9097-4296-4c97-9c1f-6df52c6a89e2%26user%3d52ad7b05-fc77-43bb-9c4c-03cc647622f8%26ticket%3dR%252fPoZYXXVGpxKWbYMMmyRE%252f10D5colO82%252fG0Vp9Htq8%253d%26ver%3d2.0>
- For additional instructions, please review the attached PDF

Notes regarding Leonardo DRS Extranet credential caching:

- Most web browsers (ex. Google Chrome) offer users an 'Auto Sign-in' feature that remembers login and password information. Use of such options presents security risks and is not permitted by DRS when accessing this site.
- The Microsoft keep me signed in (KMSI) technology is authorized by DRS. This option will be presented as a prompt within a Microsoft pop-up window that asks if you would like to 'Stay signed in?'.
- If you answer Yes to the 'Stay signed in' prompt, your 2-factor login will remain valid for 24 hours. After the 24 hour period, you will need to re-login with both factors.
- Second factor authentication methods can be changed by logging into the following site with your DRS portal credentials. <https://myapps.microsoft.com>

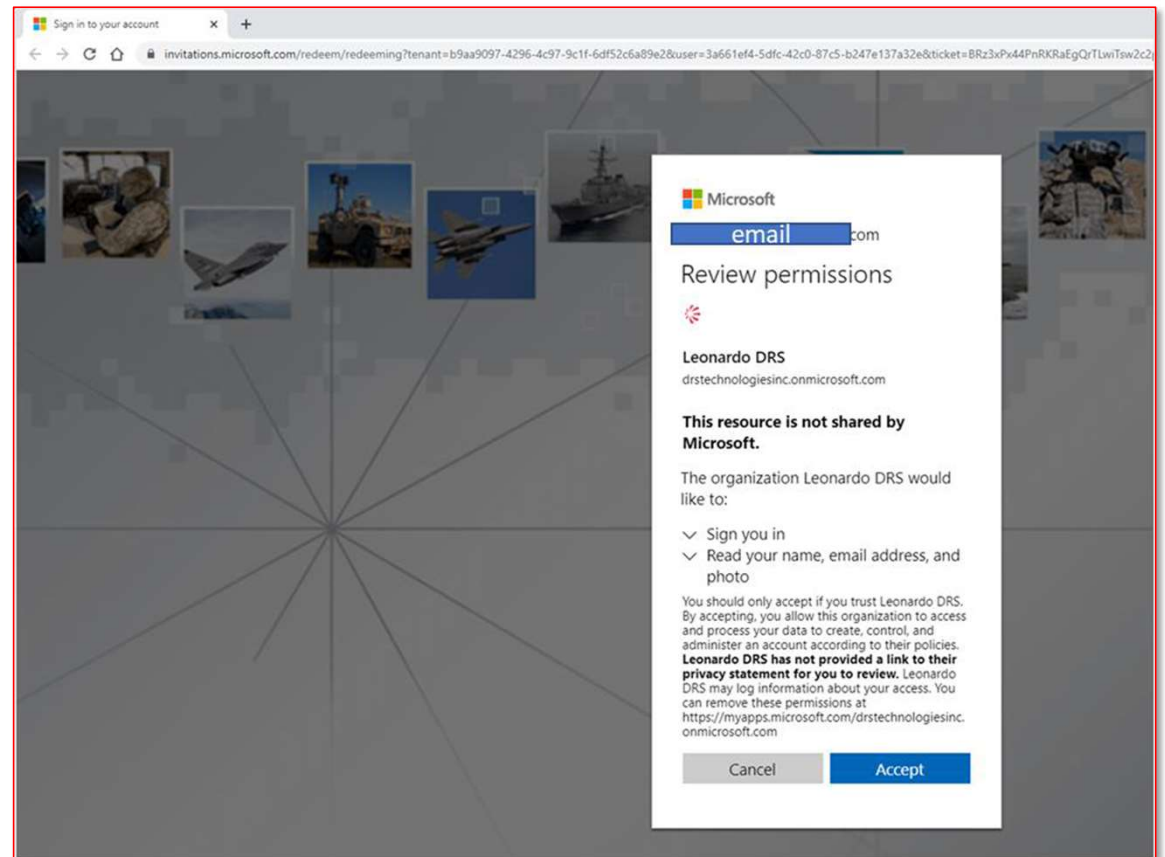
Thank you,  
The Leonardo DRS IT Team

# File Transfer Site

## Step 6:

Clicking the link will direct you to a “Review Permissions” page.

Click “Accept”.

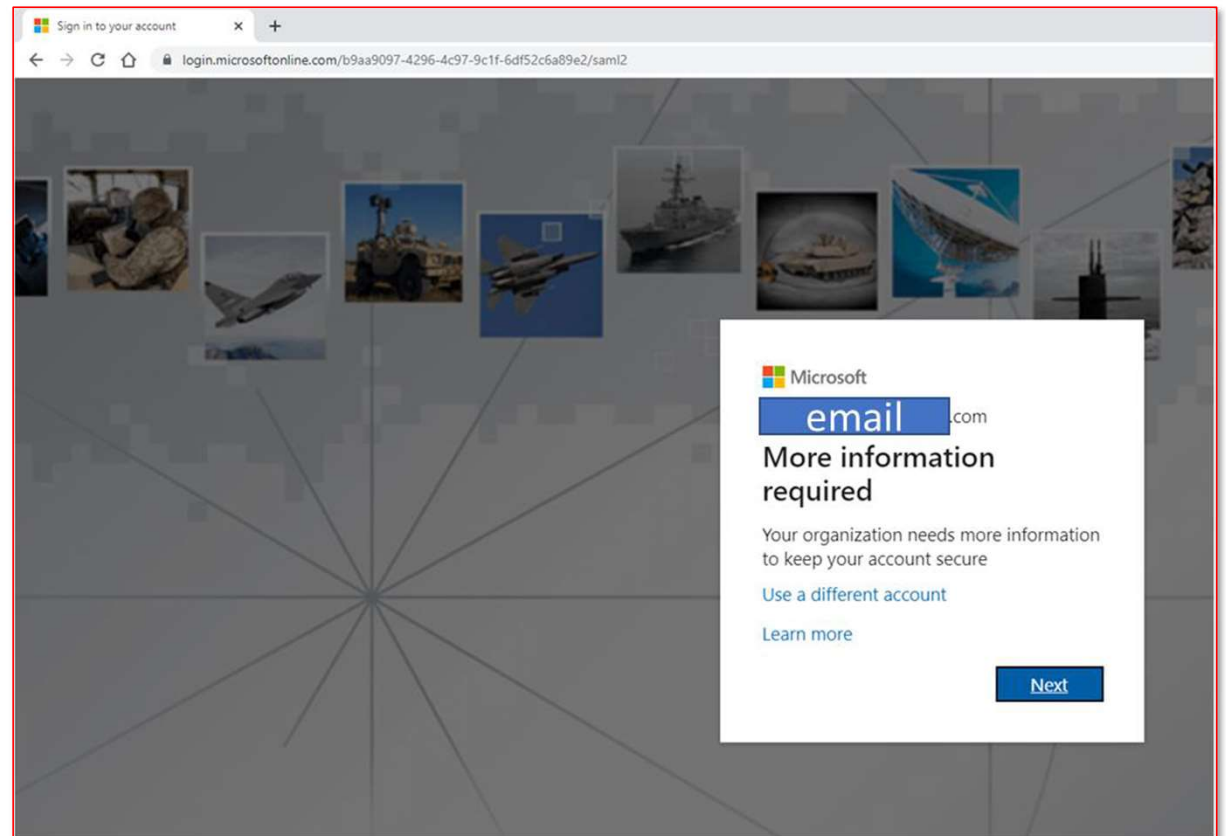


# File Transfer Site

## Step 7:

As part of the verification process, you will be required to input additional information.

Click “Next.”

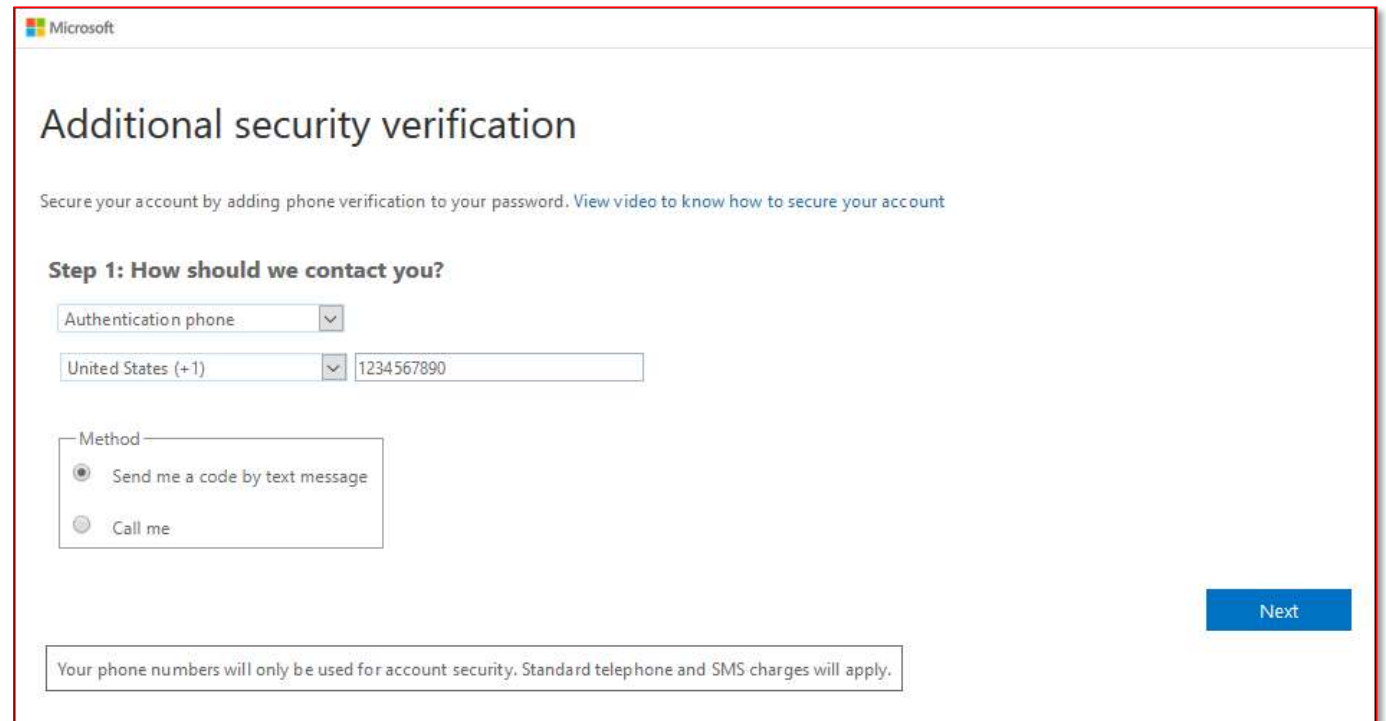




# File Transfer Site

Step 8:  
Input additional security  
verification, and preferred  
method to receive  
verification code.

Click "Next."



The screenshot shows a Microsoft account security verification page. At the top left is the Microsoft logo. The main heading is "Additional security verification". Below this is a sub-heading: "Secure your account by adding phone verification to your password. View video to know how to secure your account". The page is titled "Step 1: How should we contact you?". There are two input fields for the phone number: a dropdown menu for the country (currently showing "United States (+1)") and a text input field for the phone number (containing "1234567890"). Below these is a "Method" section with two radio button options: "Send me a code by text message" (which is selected) and "Call me". A blue "Next" button is located in the bottom right corner. At the bottom of the page, there is a disclaimer: "Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply."

# File Transfer Site

Step 9:  
Input verification code  
received and click "Verify."

## Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

**Step 2: We've sent a text message to your phone at +1** [redacted] [redacted]

When you receive the verification code, enter it here

575194 

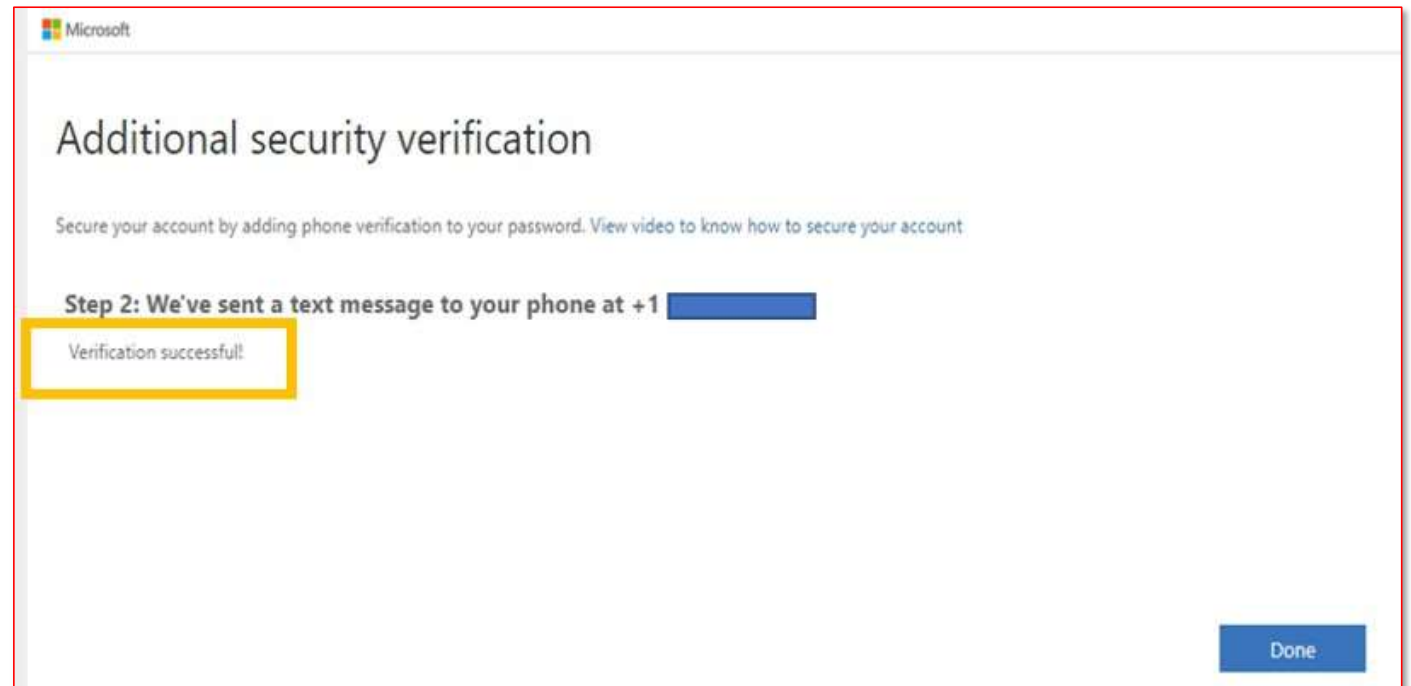
Cancel

 Verify

# File Transfer Site

**Step 10:**  
Confirmation that your  
Verification was Successful.

Click "Done."

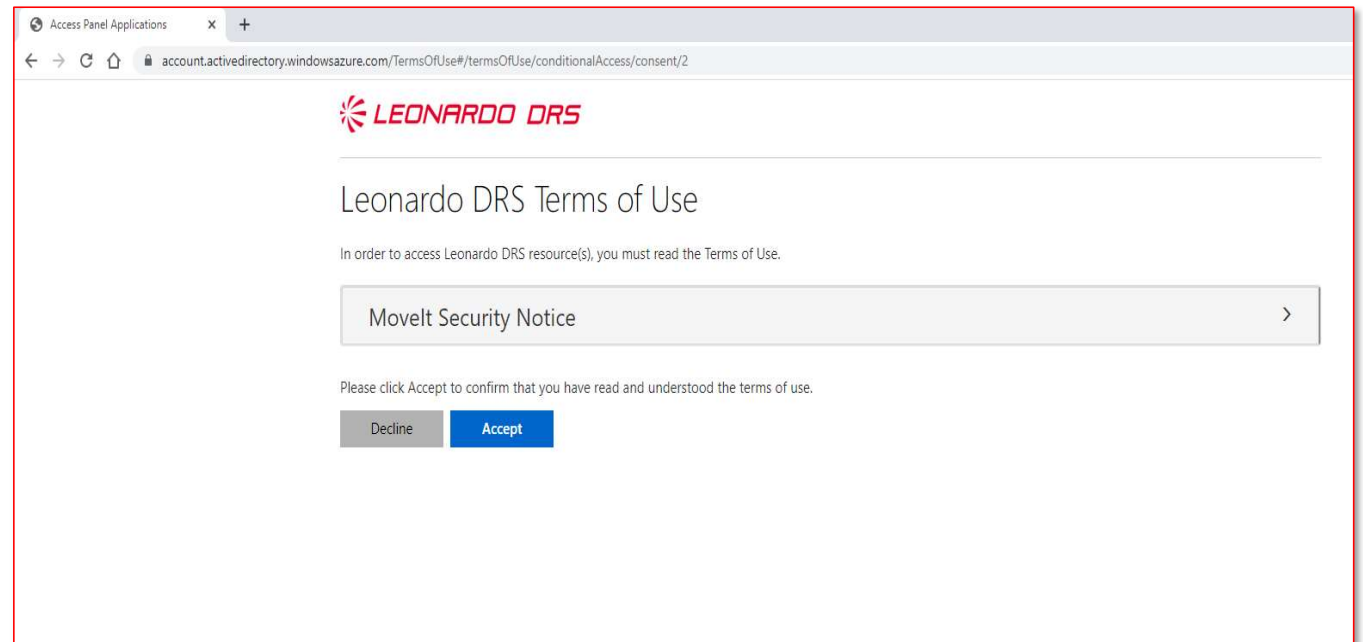


# File Transfer Site

## Step 11:

Once successful verification is complete, you will be directed to review the Leonardo DRS Terms of Use.

Review, then click, "Accept."



# File Transfer Site

Congratulations!

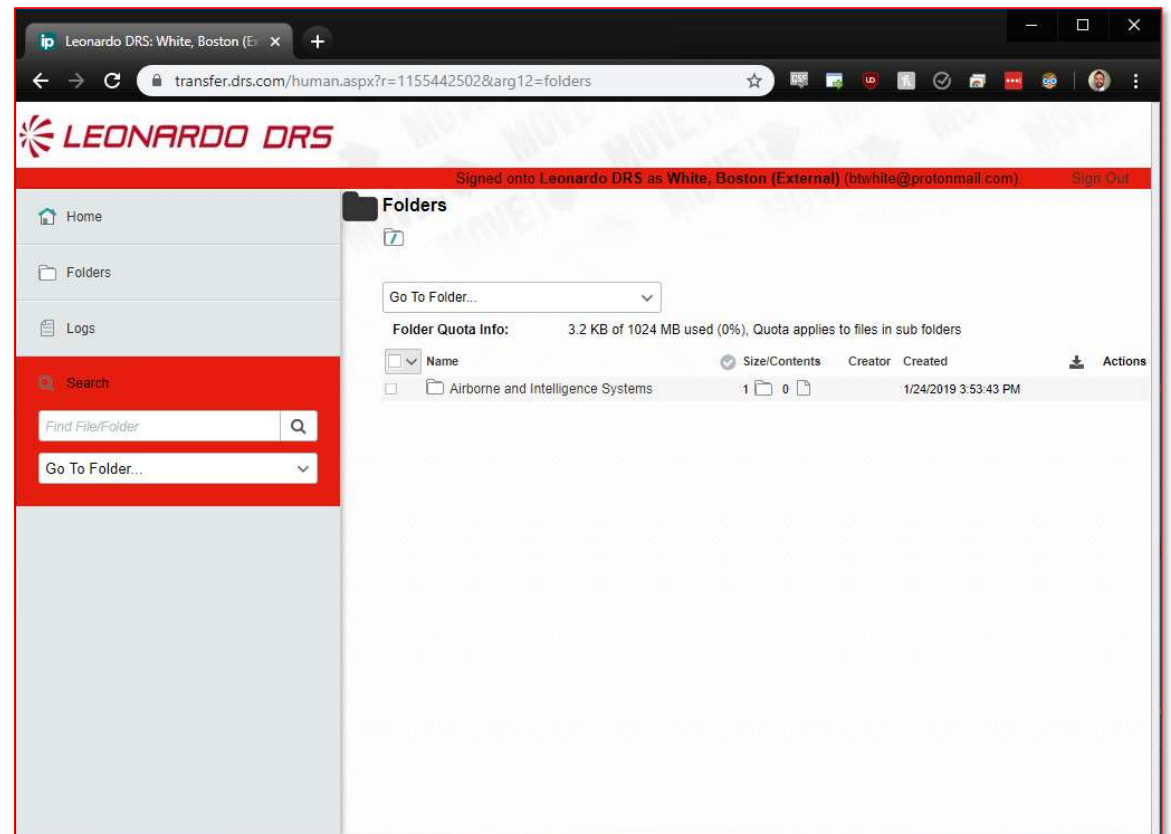
Successful completion of the registration and verification process will complete the process to access the File Transfer site!

The screenshot shows a web browser window with the URL `transfer.drs.com/?rd=1&orgid=6696`. The page features the Leonardo DRS logo in the top left corner. A red navigation bar at the top right indicates the user is signed in as Laena Burns (laena.burns@rhinestahl.com) and provides a "Sign Out" link. A green checkmark icon and a message box state: "Welcome to Leonardo DRS! Please watch this area for important messages." Below this, a security notice is displayed: "\*\*\* For Temporary Transfer use only \*\*\* Files are not backed up \*\*\* Security Notice The computer systems and networks (including the internet), of DRS Technologies, Inc. are the property of DRS and shall only be used by authorized users for legitimate business purposes of DRS. This site is managed by DRS employees who are responsible for ensuring compliance with the DRS acceptable use policy and the DFARS clause 252.204-7012. Use of this computer system or network, authorized or unauthorized, constitutes consent to monitoring for these purposes. Unauthorized use of DRS computer systems or networks or other violations of DRS information, security policies, acceptable use policies or other applicable DRS policies, may lead to disciplinary and/or legal action. DRS monitors use of all DRS computer systems and networks at all times. Users should have no expectation of privacy in any materials they create, view or access on DRS computer systems or networks. All information, including personal information, placed on or sent over this computer system or network are monitored. During monitoring, information may be examined, recorded, copied, disclosed and used for all lawful purposes." On the left side, there is a sidebar with navigation options: Home, Folders, Logs, and Search. The Search section includes a text input field labeled "Find File/Folder" with a search icon, and a dropdown menu labeled "Go To Folder...". Below the search section, there is a "Recent Downloads" section with a download icon.

# File Transfer Site

## Navigating the Leonardo DRS File Transfer Site

- Upon logging in, you will only see folders that you have been given access to.



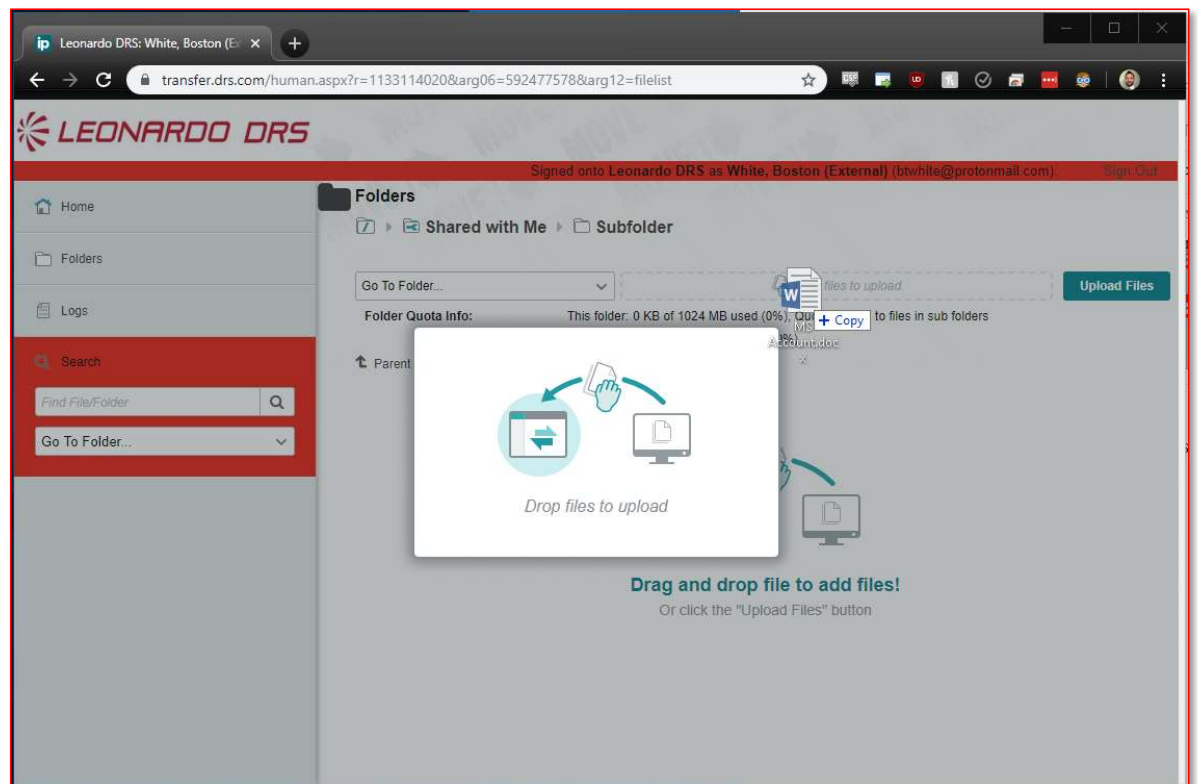
# File Transfer Site

## Uploading Files

There are two ways to upload files.

*Note: not all non-Leonardo DRS personal will have the ability to upload documents.*

**Option 1:** Drag and Drop: Drag file(s) onto the page to upload them.



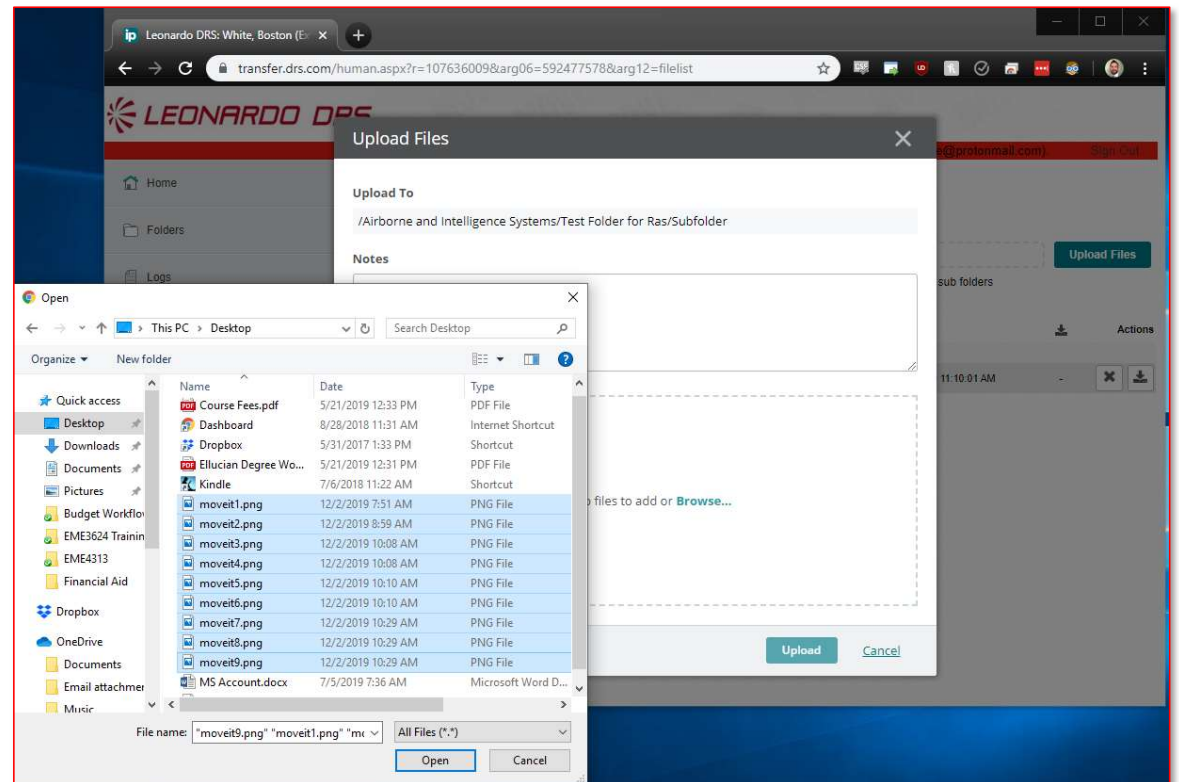
# File Transfer Site

## Uploading Files

There are two ways to upload files.

*Note: not all non-Leonardo DRS personal will have the ability to upload documents.*

**Option 2:** Use the upload wizard by click on **Upload Files** (located on the right side of the page). From there, you can drag and drop or select **Browse...** to open a Windows Explorer window and select multiple files.



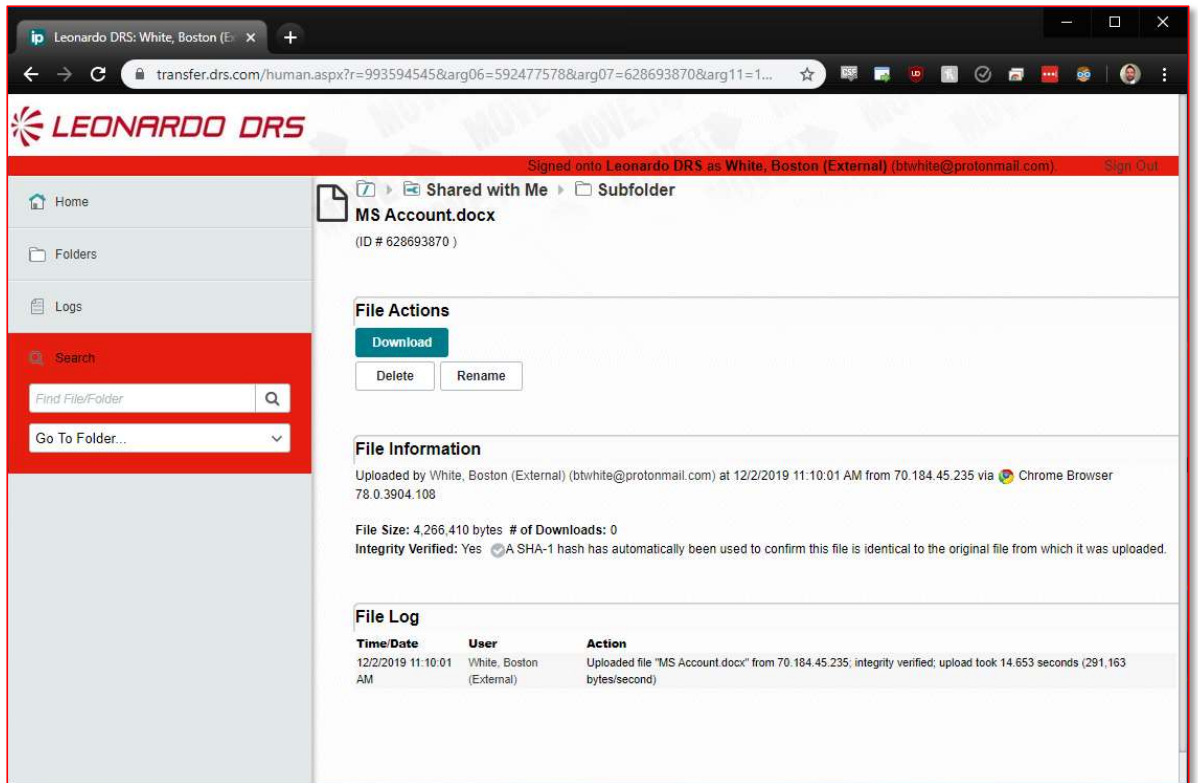


# File Transfer Site

## Downloading Files

There are three ways to download files.

**Option 1:** Click the file you want to download and choose **Download**.



The screenshot shows a web browser window displaying the Leonardo DRS file transfer interface. The browser's address bar shows the URL: `transfer.drs.com/human.aspx?r=993594545&arg06=592477578&arg07=628693870&arg11=1...`. The page header includes the Leonardo DRS logo and a status bar indicating the user is signed in as "White, Boston (External)" with the email address "btwhite@protonmail.com".

The main content area displays a file named "MS Account.docx" (ID # 628693870) under the "Shared with Me" section. Below the file name, there are three buttons: "Download" (highlighted in green), "Delete", and "Rename".

The "File Information" section provides details about the upload: "Uploaded by White, Boston (External) (btwhite@protonmail.com) at 12/2/2019 11:10:01 AM from 70.184.45.235 via Chrome Browser 78.0.3904.108". It also states: "File Size: 4,266,410 bytes # of Downloads: 0" and "Integrity Verified: Yes" with a note that a SHA-1 hash was used for verification.

The "File Log" section contains a table with the following data:

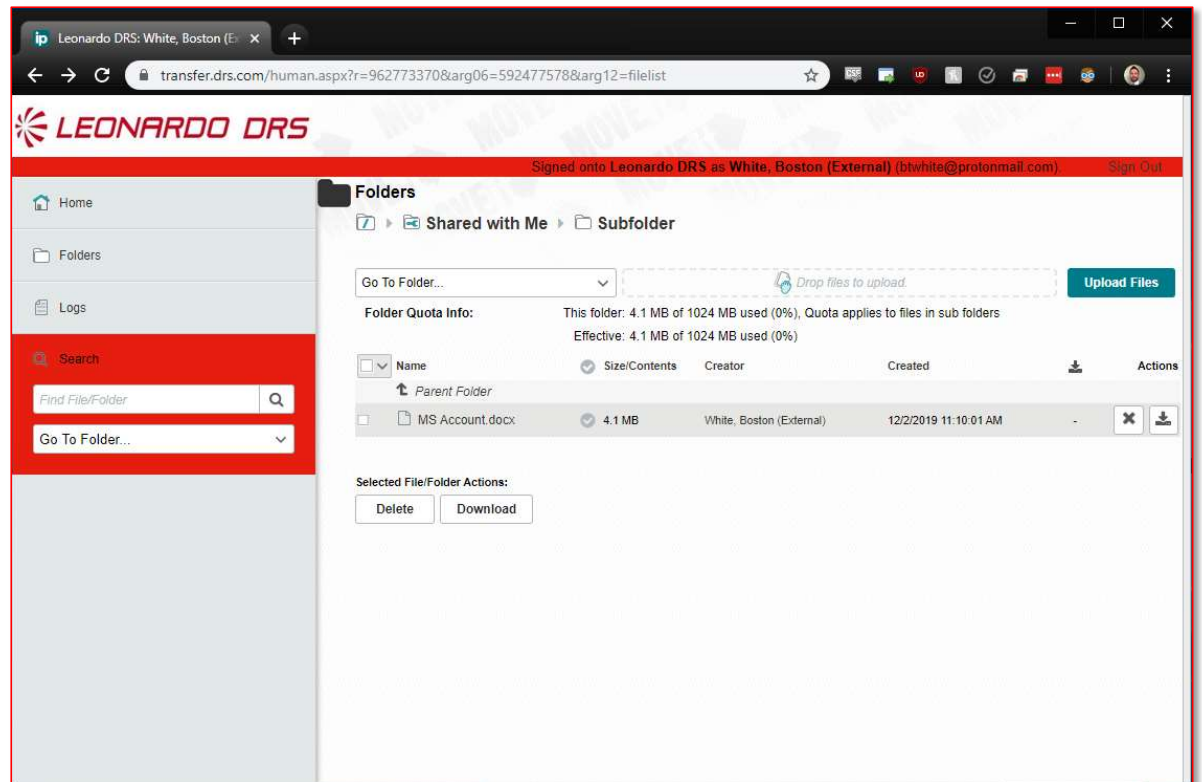
| Time/Date             | User                     | Action  |
|-----------------------|--------------------------|---|
| 12/2/2019 11:10:01 AM | White, Boston (External) | Uploaded file "MS Account.docx" from 70.184.45.235; integrity verified; upload took 14.653 seconds (291,163 bytes/second) |

# File Transfer Site

## Downloading Files

There are three ways to download files.

**Option 2:** Click the **download icon** associated with the file you want to download (located on far right of file).

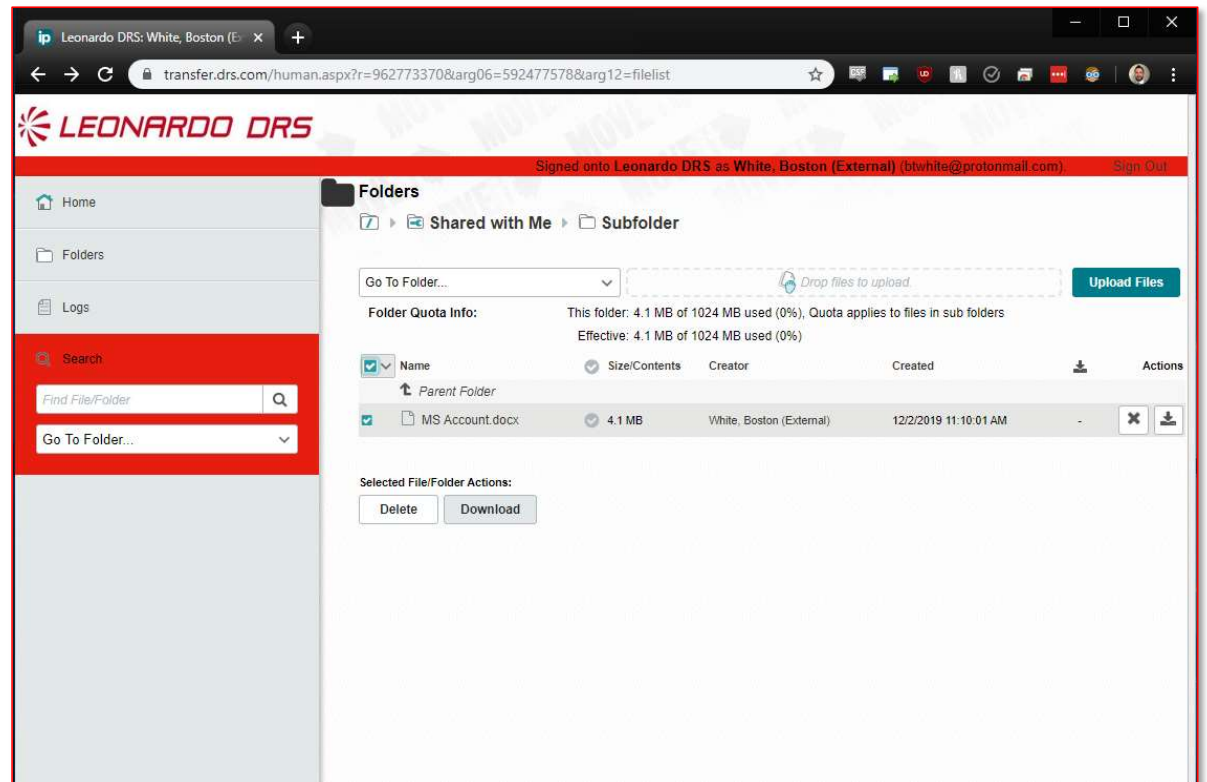


# File Transfer Site

## Downloading Files

There are three ways to download files.

**Option 3:** Select all the files you want to download using the checkboxes, then select **Download**.





THANK YOU  
FOR YOUR ATTENTION

[leonardodrs.com](http://leonardodrs.com)

