

# Downloads

Load your digital files.

- Click on Store from the menu to expand the options.
- Click on Downloads.
- Click on the "Add new" button.
- Select the Type.
- File: by default you can upload a file when this option is checked. Click on the "Browse" button, and select the file from your computer.
- External URL: check this radio box if you want to link to an existing online file, instead of uploading one and insert the link in the URL field.
- If you use an External link to an existing online file that is inside a protected directory (via cPanel) add the username and password. Ignore the feature if unsure.
- You can optionally add a "Comment" for your own use as a note for remembering information about this record.