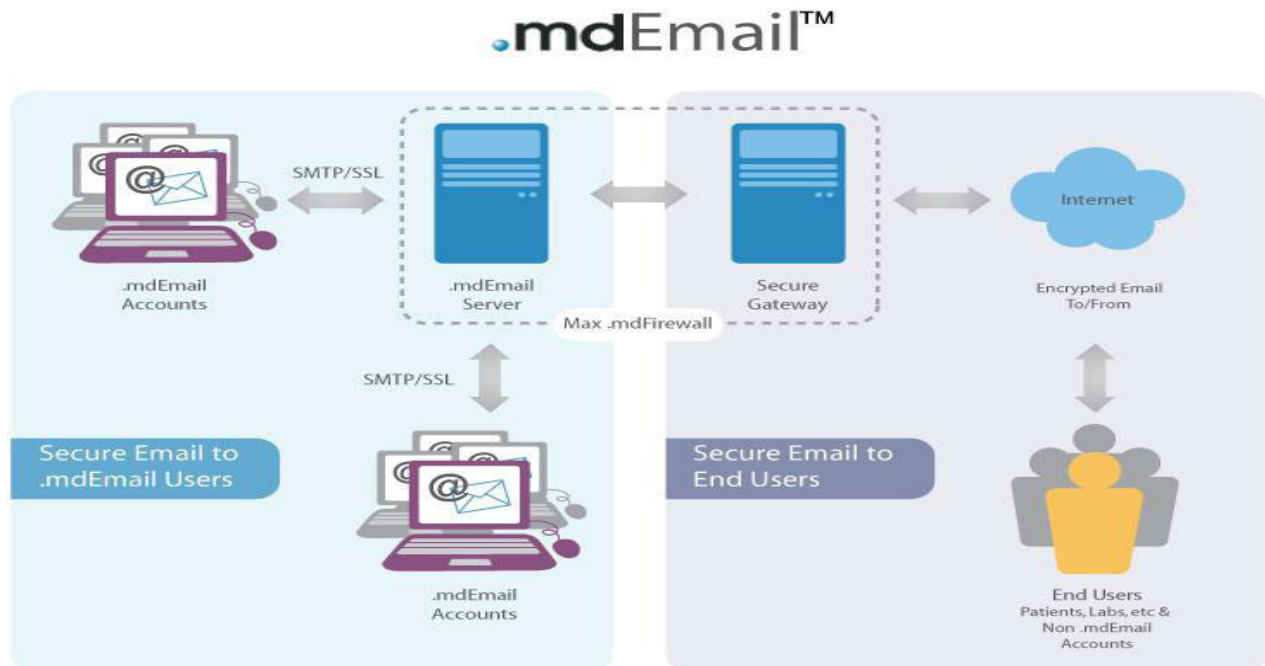




SendAnywhere™ Registration Procedure

This document is designed to assist MaxMD users in registering accounts to receive .mdEmail™ SendAnywhere™ secure emails.

SendAnywhere™ is a policy-based secure email application that enables widespread secure email delivery and secure reply without client-side software. When you need to send confidential information and documents and receive secure replies, .mdEmail™ SendAnywhere™ is the solution.



For EACH account you wish to add you will need the following information:

- ✓ Email address
- ✓ First and last name
- ✓ Secret question, secret answer
- ✓ The country in which the account is located

To add an account is a simple process:

- ✓ Step 1 – Sign onto your MaxMD admin account
- ✓ Step 2 – Enter an email address
- ✓ Step 3 – Enter A Password
- ✓ Step 4 – Enter Account Details

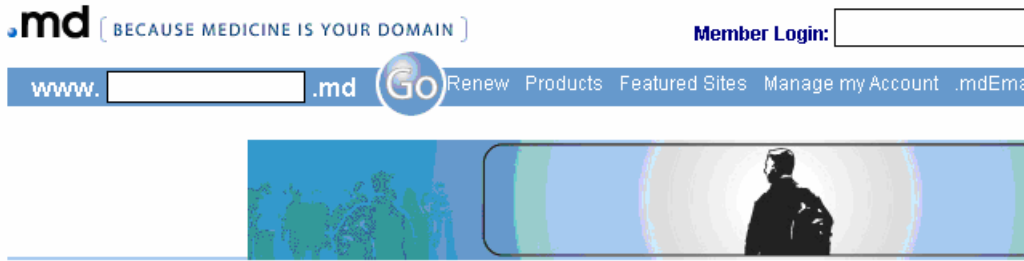
To begin the .mdEmail™ SendAnywhere™ sign-on process:

- 1) Start from the MaxMD web-site, www.max.md
- 2) Find the blue navigation menu at the top.
Under "Manage my account"
Select the "Register SendAnywhere™" at the bottom of the list, as shown



Click "Register SendAnywhere™"

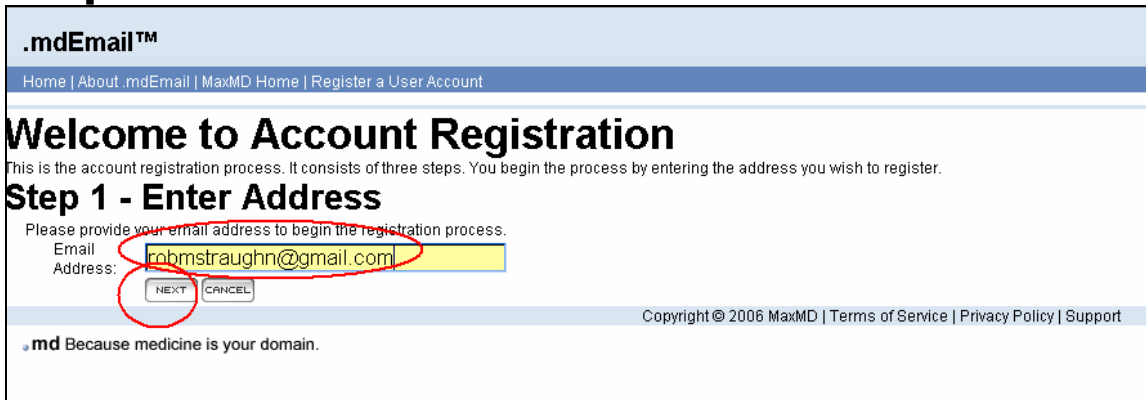
This will take you to your account login screen.



Login with your username and password and click "Go".

You will be taken to **Account Registration:**

Step 1 Enter Email



Enter the email address you wish to register for SendAnywhere™ secure emails and click

Step 2 – Enter a password

.mdEmail™
Home | About .mdEmail | MaxMD Home | Register a User Account

Step 1 (Completed)
Registered address robmstraughn@gmail.com
[Change Address](#)

Step 2 - Enter a Password

Select the password for the account (robmstraughn@gmail.com).
Password must be at least 7 characters long. Password must be letters and numbers (or symbols). Password must be mixed case (a mix of UPPER and lower case letters).

Password:

Confirm Password:

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.md Because medicine is your domain.

Enter the password for the person at that email address, confirm the password, and click

Note: Passwords are case sensitive and require mixed case

Step 3 – Enter Account Details

.mdEmail™
Home | About .mdEmail | MaxMD Home | Register a User Account

Step 1 (Completed)
Registering address robmstraughn@gmail.com
[Change Address](#)

Step 2 (Completed)
Password Selected
[Change Password](#)

Step 3 (Completed)

Details Provided

Step 3 - Enter Account Details

Please complete your account data.

First name:

Middle Initial:

Last name:

Secret Question:

Secret Answer:

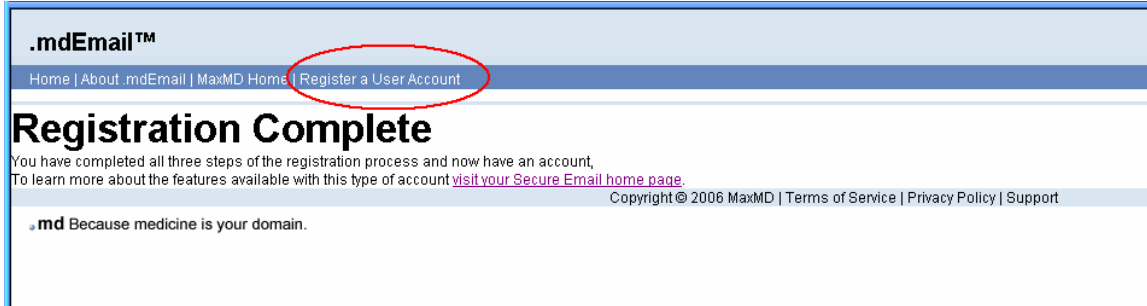
Country:

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Enter the account detail information and click

You will arrive at this final screen:



Congratulations, you have successfully added an account.

To add another account click "Register a User Account".