

Large File Transfer (LFT) Quick Start

Large File Transfer (LFT) allows you to share files securely with recipients both inside and outside NASA. Let's go through a few basic tasks and FAQs to get you started.

Logging in to LFT

To increase security, a single sign-on (SSO) option is available to allow NASA end users to “Login via Launchpad” when using the LFT tool at <https://transfer.ndc.nasa.gov>. While NASA and non-NASA end users can still log in using their email and password, it is recommended that NASA end users choose the “Login via Launchpad” method, which is more secure.

If you are a NASA end user, select **Login via Launchpad** to be redirected to the NASA Launchpad website. Select your method of authentication, and then enter your credentials.

Note: If you are already authenticated via Launchpad, you will be automatically directed to your LFT workspace after clicking “Login via Launchpad.”



The screenshot shows the NASA LFT User Login interface. On the left is a promotional image for 'NASA'S JOURNEY TO MARS' featuring an astronaut in a blue space suit against a backdrop of Earth and Mars. The text 'National Aeronautics and Space Administration' and the NASA logo are visible. On the right is the 'User Login' form with the following elements:

- User Login:** Section header.
- E-mail:** Text input field.
- Password:** Text input field.
- Forgot password?:** A blue link.
- Login via Launchpad:** A blue link highlighted with a red rectangular box.
- Login:** A grey button.
- Getting Started?:** A blue link.
- Contact Us:** A blue link.

At the bottom right of the page, there is a logo for 'Secured by Accellion'.

If you are an LFT user external to NASA and received an invitation email, click the link in the email to access the LFT website and register for an account. There you will create your own password.

The login screen has the following options:

Forgot Password? – NOMAD users should contact the [Enterprise Service Desk](#) at 1-877-677-2123 (option 2) for help with their NOMAD password. Clicking the link will not reset your password.

External users who click this link will be asked for their email address. A new system-generated password will be sent via email.

Login via Launchpad – This link will redirect you to the NASA Launchpad website, where you will select your method of authentication and enter your credentials. Once authenticated, you will be logged in to your LFT workspace.

Large File Transfer (LFT) Quick Start

Getting Started? – This link will take you to the Large File Transfer Quick Start, which details performing basic tasks in the LFT tool and answers frequently asked questions (FAQs).

Contact Us – This link takes you to the IT Support page of the ACES Website, which provides contact information for the Enterprise Service Desk.

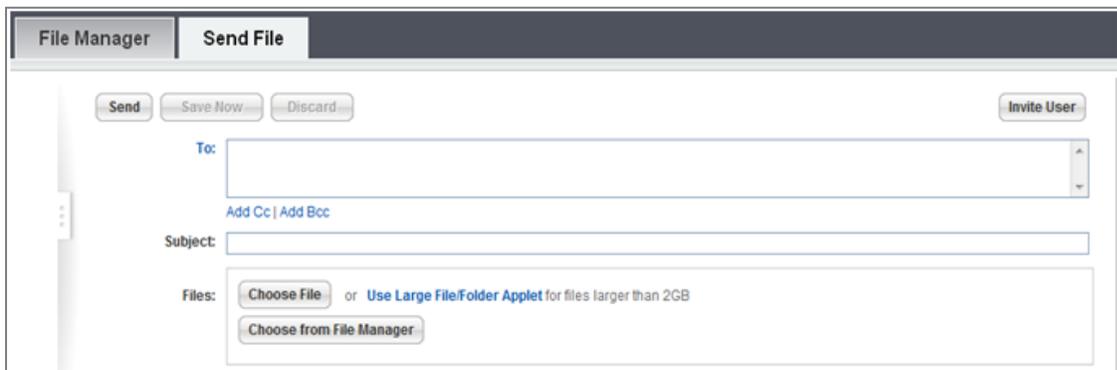
After logging in, the File Manager tab displays by default.



Sending Files

Click the **Send File** tab to enter the recipient email address, compose a message to the recipient and attach the file. Click **Send** when your file is ready to be sent.

Note: If you wish to send a file over 2GB, you will need to download an Accellion applet. You will be prompted to download the applet when you upload the file. You can send files up to 100GB in total size.



After clicking Send, the file will be uploaded, and your message will be sent to the recipient with a secure link to the file. Upload and download speeds depend on the local computer, network traffic and bandwidth.

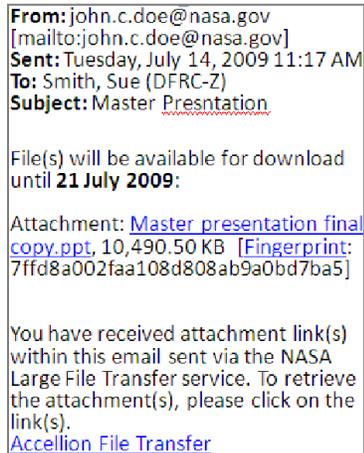
You can keep track of sent and received files under the Transfers section of the File Manager tab.

Large File Transfer (LFT) Quick Start

Receiving Files

If you are the recipient of a file shared via LFT, you will receive an email containing a secure link. Click the link to download the file.

Note: If this is your first time using LFT, you will be asked to authenticate in order to verify ownership of your email address.



If you are sent a file over 2GB, it will be broken up and sent to you in two or more smaller files along with instructions on how to reassemble the pieces into one file.

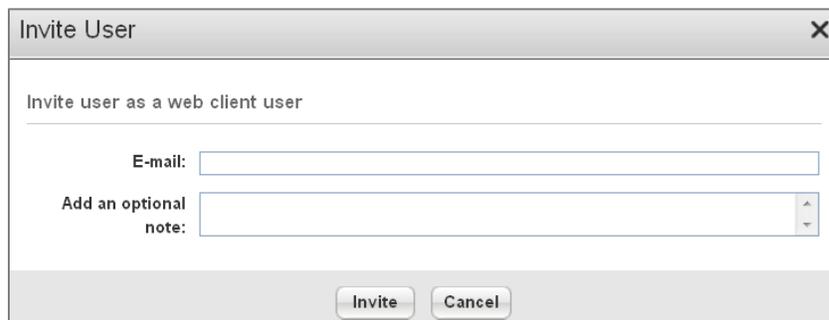
Inviting an External User

To invite someone external to NASA to use LFT, NASA NOMAD users should follow the steps below.

1. Log in to [LFT](#).
2. Click **Invite User**, located on the Send File tab.



3. Fill in the external user's email address, and click **Invite**.



Large File Transfer (LFT) Quick Start

FAQs

1. Are the files I send secure?

The Federal Information Processing Standard (FIPS) Publication 140-2 is a U.S. government computer security standard used to accredit cryptographic modules. The NOMAD LFT service is FIPS 140-2 certified for Data in Transit (DIT) and Data at Rest (DAR).

The LFT provides data encryption-in-transit considered adequate for the transfer of sensitive but unclassified (SBU) information. This encryption-in-transit does not supersede or preclude the appropriate protection and/or handling of sensitive information by the sender or recipient of this information.

2. How long are files available to download?

Files are available to download for seven (7) days. The application is a self-cleaning system; anything older than seven (7) days will be deleted.

3. Are files backed up?

No. LFT is considered a transport system for files; it is not a storage system.

4. What happens if I send a file to a distribution list (DL)?

If you send a message to a NOMAD DL, all members of that DL will be sent an email message with a link to the file. They can then log in to LFT using their NDC (NOMAD) password to download the file.

Note: Sending a file to a mailing list external to the NOMAD Exchange system is not supported at this time. If you send a file to an external mailing list (e.g., lists.nasa.gov), all members will be sent an email message addressed to the listname, not the individuals. Since the LFT appliance uses each recipient's email address as a login, the mailing list members would all have to log in with the listname and share a password.

5. Why can't I change my password?

Internal users cannot change their NOMAD/NCAD password through LFT. If you attempt to do so, you will receive an error message asking you to contact the system administrator.

External users can change their password. The password change link is only for external users who are assigned a temporary password and need to change it.

6. Why did I get an error message when I tried to log in/upload a file?

All files passing through the LFT service will be scanned by an antivirus solution for embedded malware. If there is a problem with your file, you will receive an error message.

In addition, if too many end users are using the system at the same time, you will receive an error message.

7. Can I use Workspaces?

Workspaces, which is located on the File Manager tab, is not supported. It is highly recommended that you use the options on the Send File tab instead.

Personal/shared Workspaces are not intended for permanent use and will expire after 30 days. When setting up a new Workspace, choose **Users** at step 2 to enter individual email addresses (separated by a comma) for anyone with whom you would like to share the Workspace.