


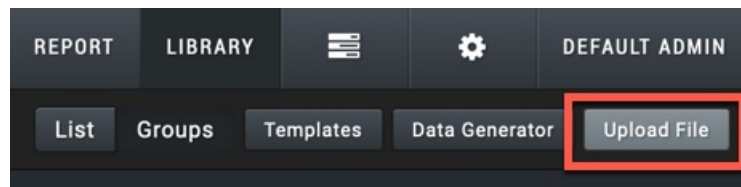
ADDING FILES TO THE FILE LIBRARY

You can easily add files to the file library.


 All files that are added must be approved before they can be used in an Action.

To upload a file to the file library


1. Go to **Library > Files**.
2. Click **Upload File**.




Upload File

 File size is limited to 300 MB by default. You can update it by going to **Settings > Director Settings**, and then clicking **Advanced**. See **Advanced Settings** (<https://docs.mandiant.com/home/msv-advanced-settings>) for more information.

3. Enter the following information for the new file:
 - **File Restrictions:** Select an option:
 - Request None* indicates to the approver that this file contains no malicious code and does not need to be restricted.
 - Restrict as Malicious* indicates that this file is a known malicious file (for example, malware). This file should be restricted to Protected Theater, Email Theater, or Malicious File Transfer Actions.

 You cannot download files marked as malicious, and Host CLI Actions created from these files can only run in Protected Theater. Files will appear with a **Pending Approval** tag in the list until they are approved.

- **File Notes:** Enter notes about the file that can be helpful to the approver or to other potential users of the file.
- **User Tags:** Select or create new tags to indicate information about this file. Prepend *Group:* to the tag, to use the Groups view in the file library (see [Grouping Files in the File Library \(\)](#)).
- **File Info Type:** (Optional) Select a checkbox to indicate if this file is related to Personally Identifiable Information (PII) or Payment Card Industry (PCI), or if it's proprietary.
- **Applicable OS/Platform:** Select a specific platform to which this file applies, or select **General-OS/Platform**.
- **Select File:** Browse for and choose the file you want to upload.
- **Zip File:** (Optional) If you're uploading a file that has been compressed, choose the Zip file checkbox. The Validation Platform currently supports .zip, .zipx, and .gz formats. The compressed file cannot be in a folder.

 If you need to compress a file from a Mac, we suggest using command-line tools to do so. When using the internal OS archiving tools from the GUI, many versions of macOS automatically adds a hidden directory. This directory prevents you from uploading the file.

- **Zip Password:** Enter a password for the zip archive, if applicable.
Supported Encryption levels are: 256-bit AES, 128-bit AES, and zip2.0 (legacy).

4. Click **Upload File**.

The file is uploaded and appears in the table in a **Pending Approval** state. If the file was compressed and you selected the **Zip File** checkbox, the file is decompressed.