

F4 HPD Accellion File Transfer System

Technical Bulletin # F4-2017- EL001

Approval

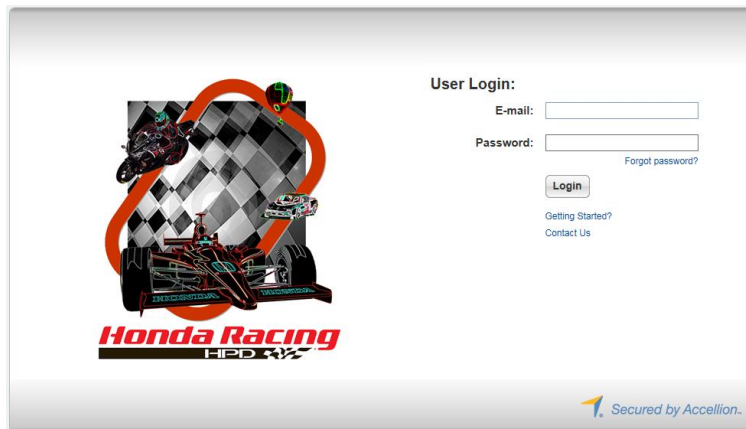
Thomas E. Reichenbach

This Technical Bulletin contains information regarding policies pertaining to F4 ECU data management.

ECU Data Sharing with HPD via Accellion File Transfer System

In order to efficiently share ECU data with HPD, and allow for HPD to send software updates in a time effective manner, HPD will be using the file transfer system Accellion. Accellion is not an open data retention site, and files will only be available for 5 days after they are sent. Owners, teams, and data managers will not be able to access any data from any car that they are not authorized to access.

HPD will send each owner an NDA that must be filled out and returned to HPD. **Team owners must also provide HPD with the name and email address of the person or persons who will be responsible for sending and receiving data to and from HPD.** The recipient will receive a generic document via the Accellion system, and instructed to go to the Login page or to go to the following address to sign in: <https://honda-perf-dev-hc20.accellion.net>.



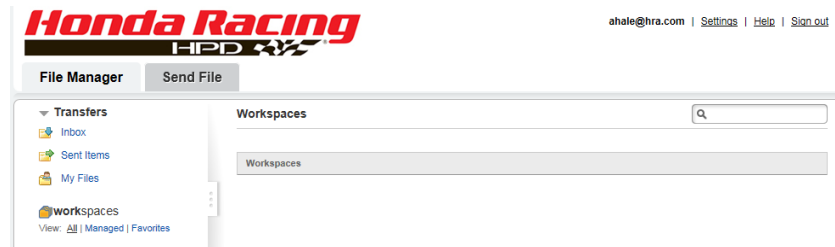
The user will be prompted to create a password before signing in. Once signed in, you will be able to send and receive data by selecting either the "Send Data" tab or by clicking on the Inbox to see what files have been sent to you.

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Instructions for use:

Sending Data:

1. Log In to the HPD Data Exchange site through from the site address above.
2. Select the **Send File** tab
3. Type the recipient's email address in the **To:** field.
It is important to know the email address of your recipient as a recipient list is not provided.
4. Fill in the **Subject** field pertaining to the matter.
5. Write a description regarding the purpose of sending data.
6. Select "**Choose File**"
7. Navigate to the folder that contains the file you wish to transfer.
8. Select the file you wish to transfer.
9. Select **Open**.
10. The file will be listed under "**Files**".
11. Repeat Steps 4-7 to upload additional files.
12. Select "**Send**"

Receiving Data:

1. Log In to the HPD Data Exchange site through from the site address above.
2. Select the **File Manager** tab
3. All incoming uploads will be listed in the Inbox.
4. Locate the new upload from your Inbox.
5. Select the file listed in the upload.
6. Save the file to a secure location.

At this time, HPD is **not** requiring teams to send data from every test and/or event, but may request data at any time from any event. It is imperative the person responsible for downloading, saving and sending data, set up an organized file system to easily access any session files requested. Failure to provide requested data could result in penalties or fines.

For any questions related to the NDA or Accellion system, contact:

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