



Premium User Manual v4.0

Dear users ,

Welcome to use Raysync cloud transmission. We have prepared this premium product user manual for you to help you quickly experience the extremely fast file transmission and storage functions.





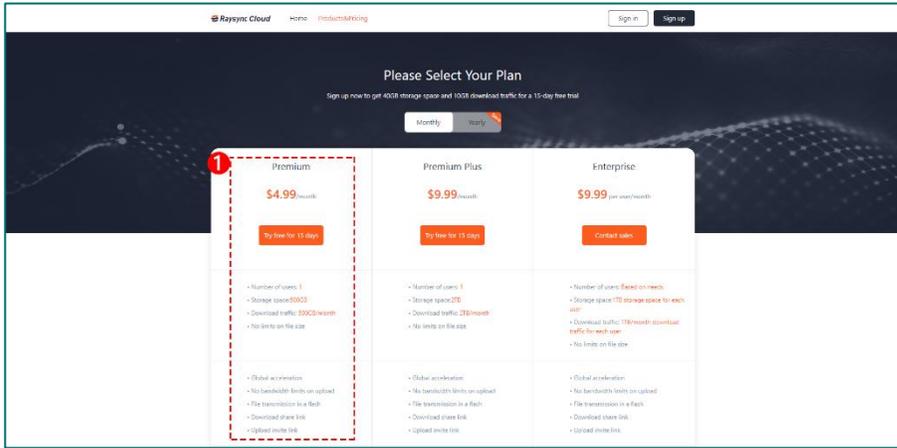
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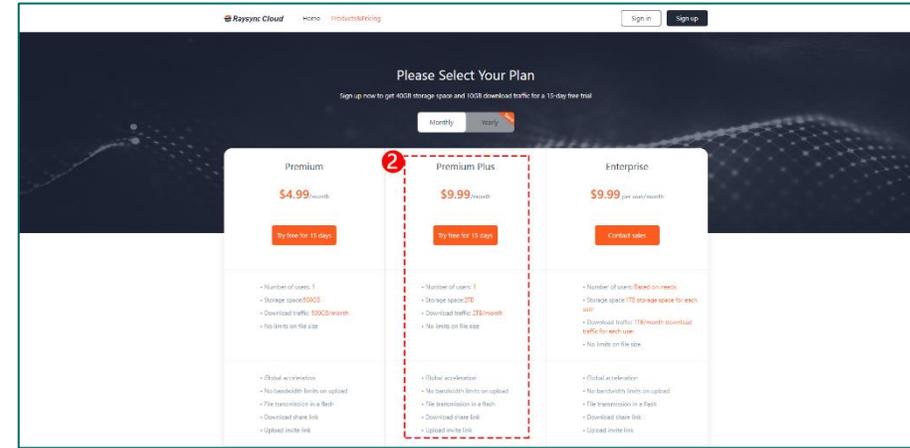
1.Version introduction

Raysync has 3 versions,namely Premium, Premium plus and Enterprise

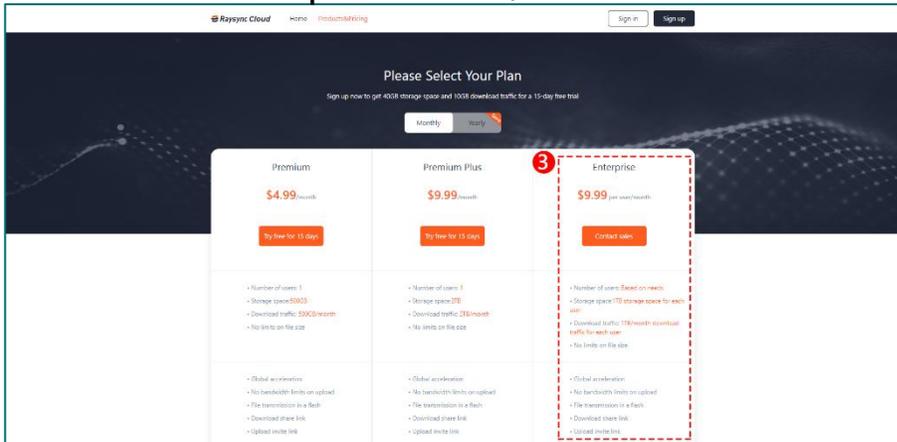
①**Premium** : Only one user , 500GB storage , 500GB download traffic per month , unlimited file size



②**Premium plus** : Only one user , 2TB storage , 2TB download traffic per month , unlimited file size

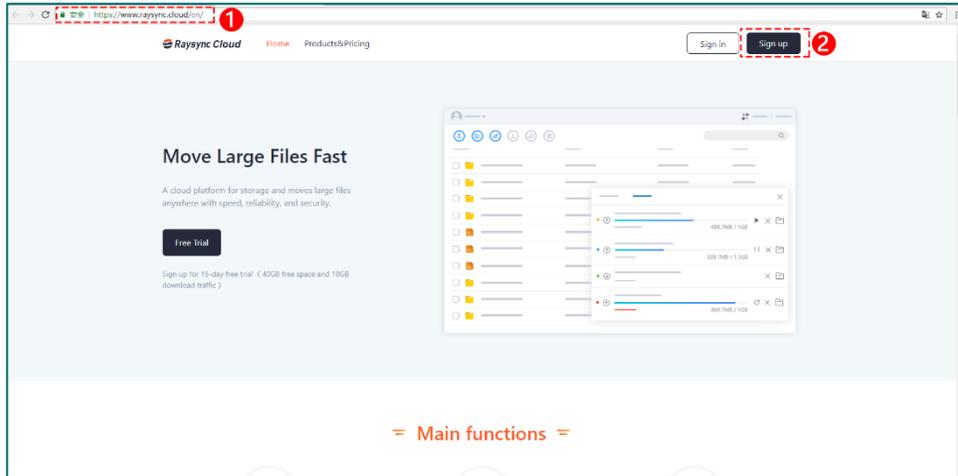


③**Enterprise** : Users based on needs , 1TB storage per user , 1TB download traffic per month , unlimited file size

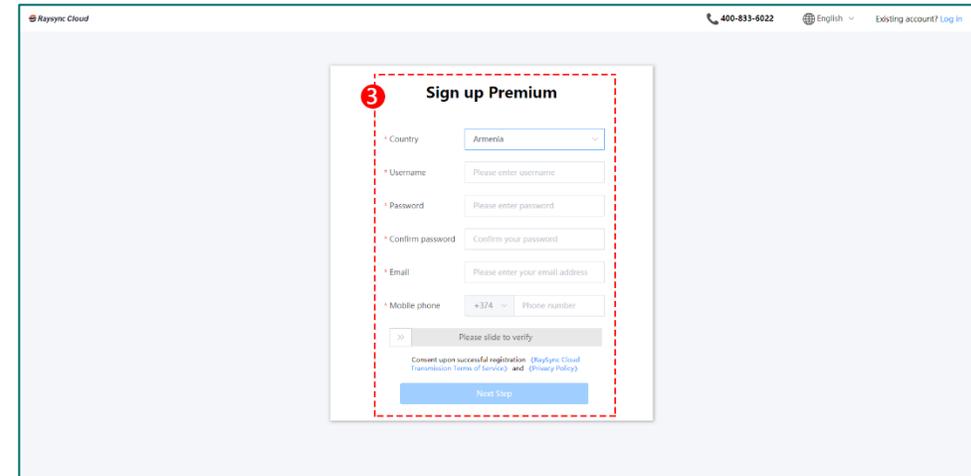


2.How to sign up

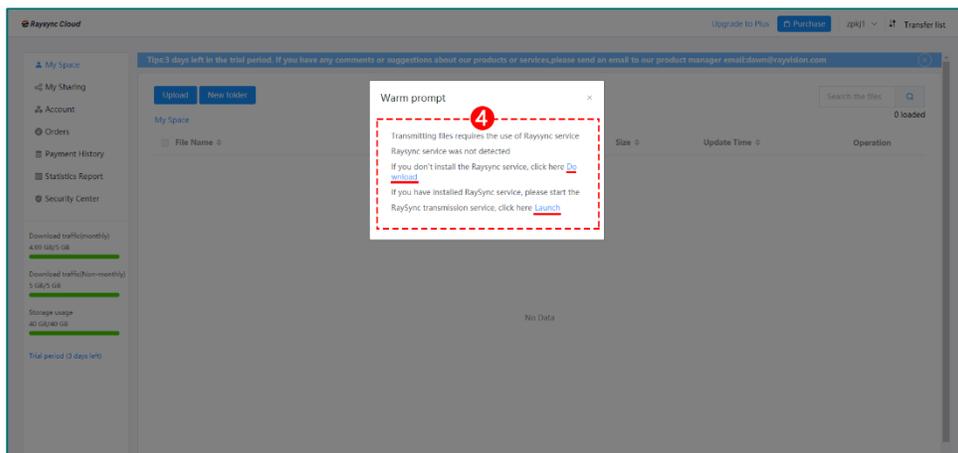
Step 1: Enter ①www.raysync.cloud in the browser and press Enter to enter, click ②Sign up button.



Step 2: Enter the ③signup page, select the nationality and fill in corresponding information, click Next to complete the registration.



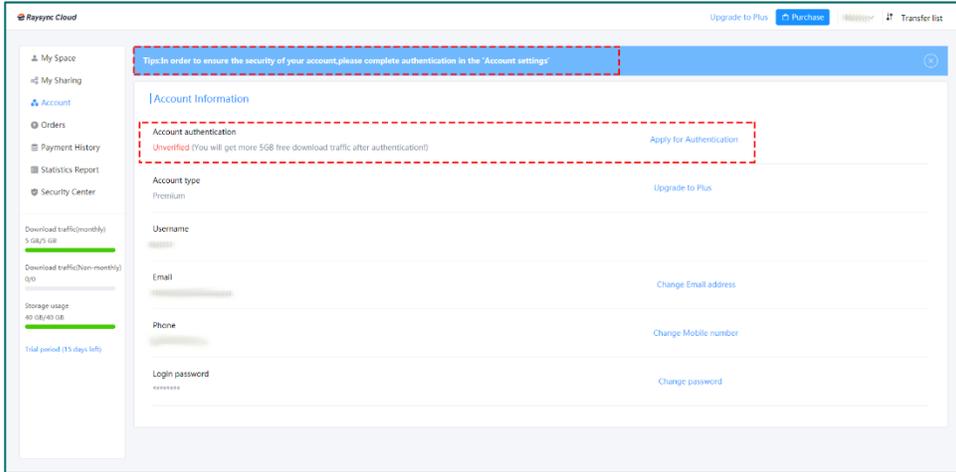
Step 3: After log in for the first time, the system will automatically prompt to install the client, click ④download, refresh the page after the installation is complete.



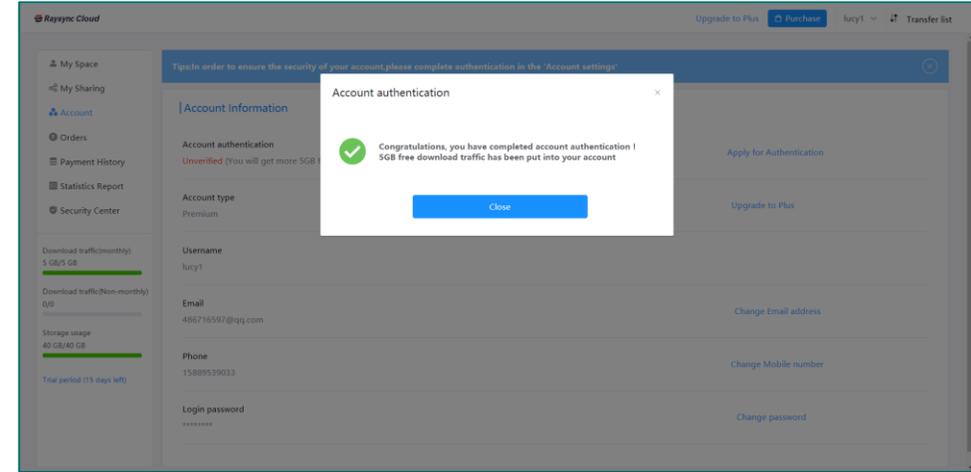
3.How to modify account profile

Account authentication

Step 1: Log in to "Account" , the system will automatically prompt you to complete account authentication to ensure the security of your account.



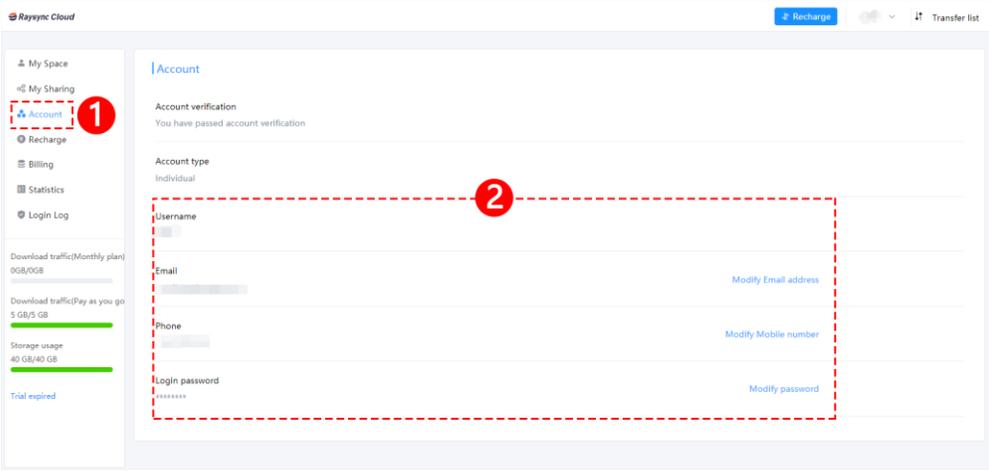
Step 2: Complete mobile phone number and email authentication, and obtain extra 5G download traffic.



3.How to modify account profile

Modify profile :

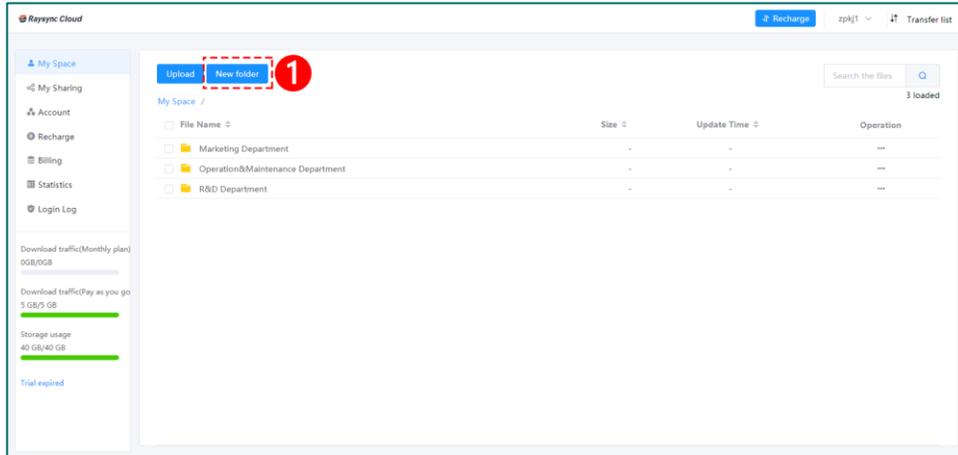
Select the left menu bar ① [Account], at ② you can modify the mail, mobile phone number, and password



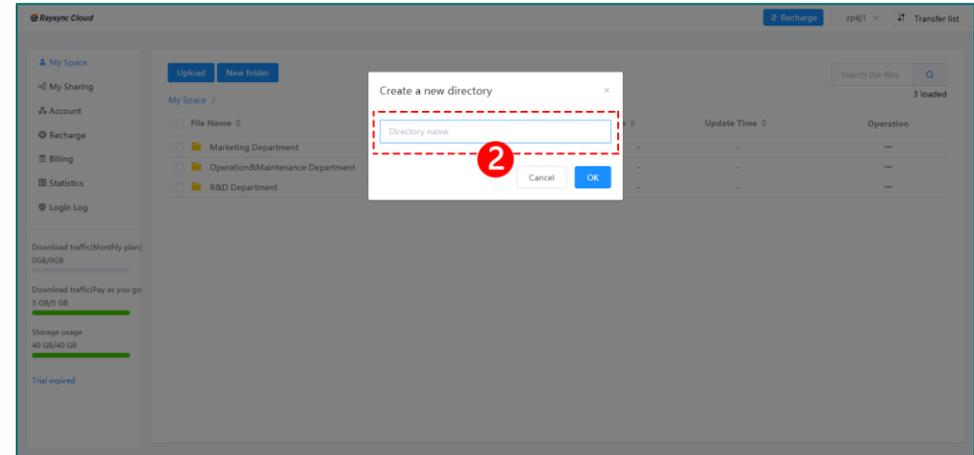
4.How to create new folder

When you need to create a new folder, first click to enter [My Space]:

Step 1: Click ① to create a new folder.



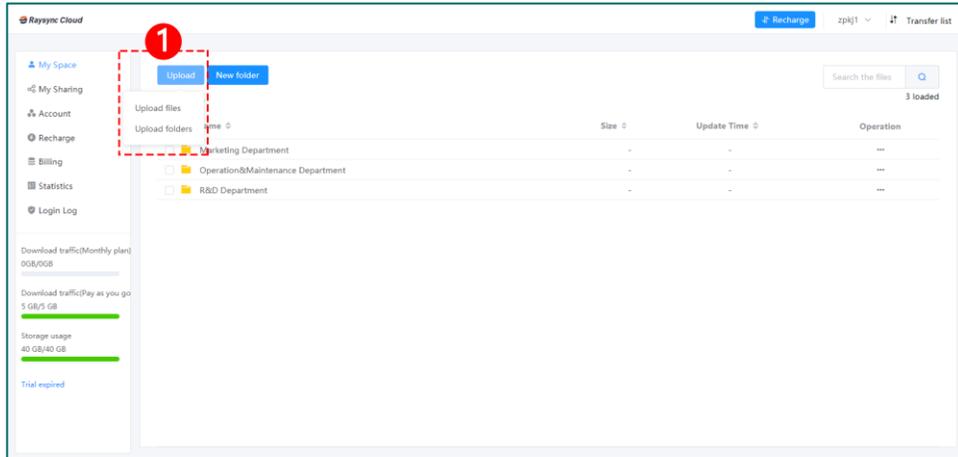
Step 2: Enter the name of the directory you want to create in ②, and click OK.



5.How to upload or download files

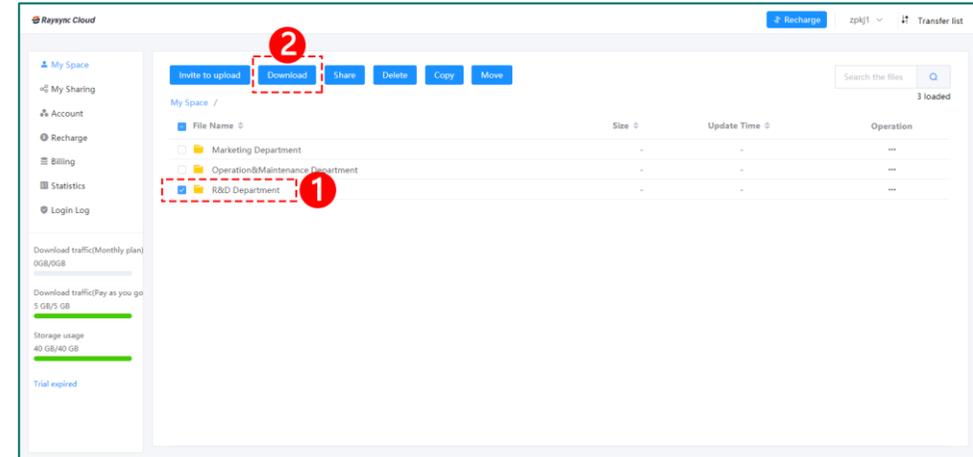
When you need to upload files or folders:

Click the ① Upload button to select the file or folder to upload.



When you need to download files or folders:

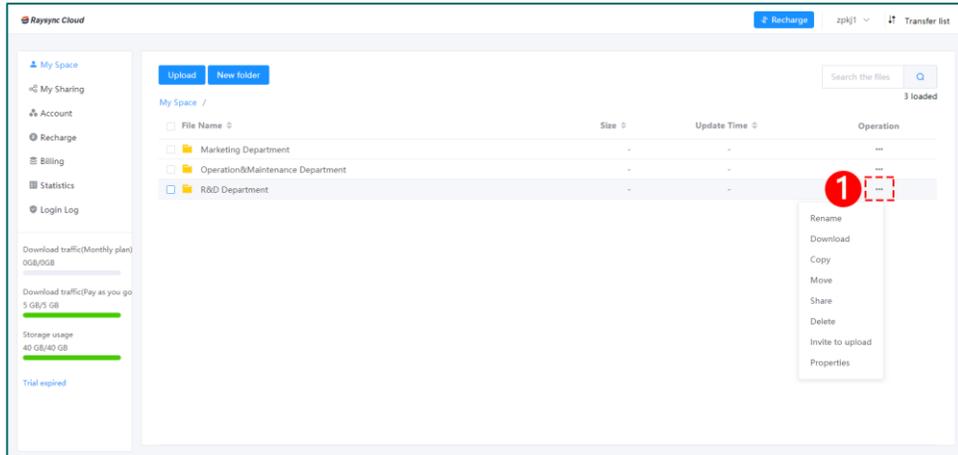
Check ① the file (folders) you need to download, click the ② download button in the upper right corner to download



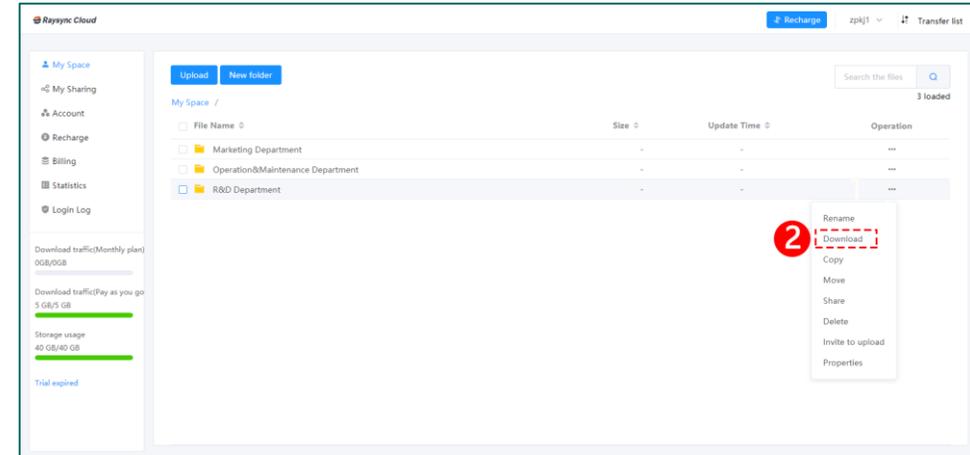
5.How to upload or download files

You can also select specific files (folders), complete by operating buttons:

Step 1: Select the files (folders) to be downloaded, and move the mouse horizontally to the ① operation button.



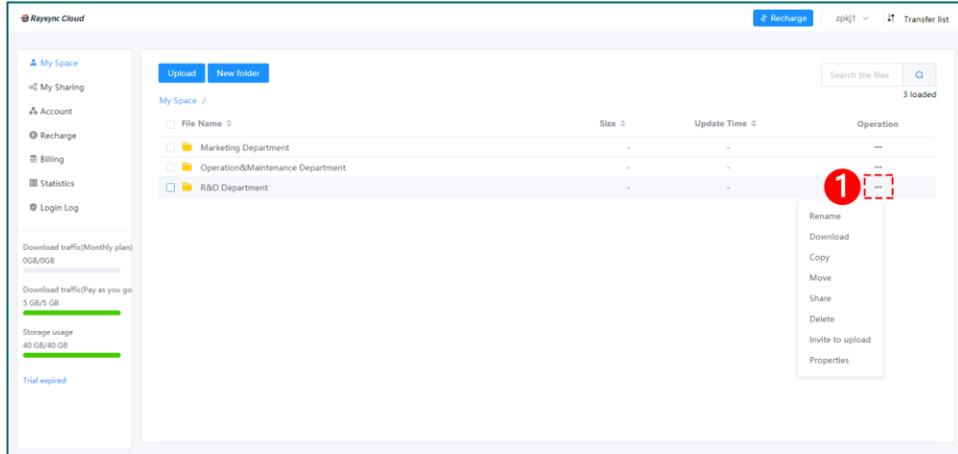
Step 2: The system automatically pops up a drop-down menu, select ② to download.



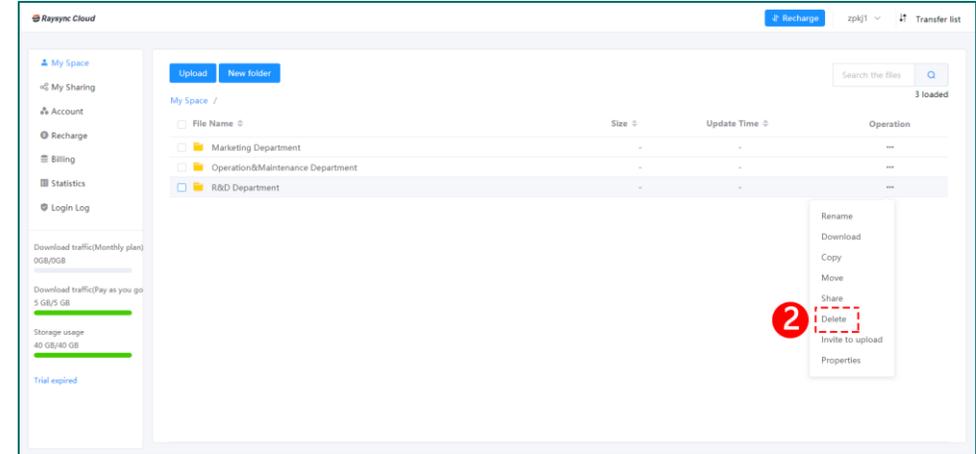
6.How to delete files

If you need to delete files (folders):

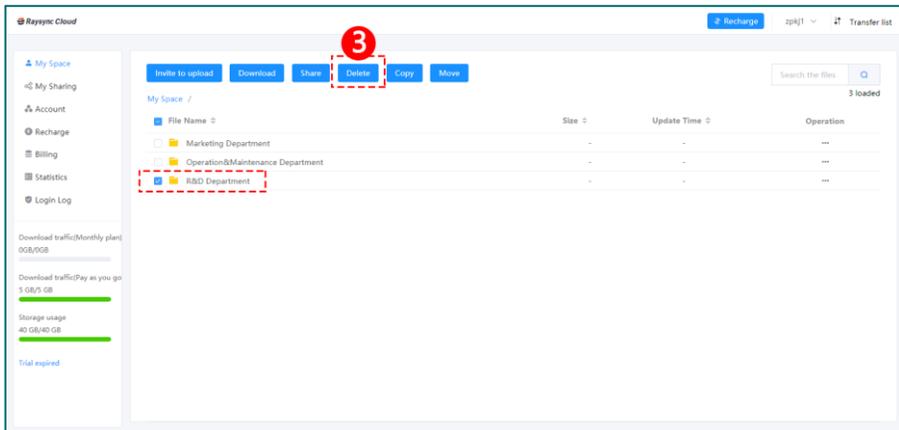
Step 1: Select the files (folders) to be deleted, and move the mouse horizontally to the ① operation button.



Step 2: The system automatically pops up a drop-down menu, select ② delete the file.

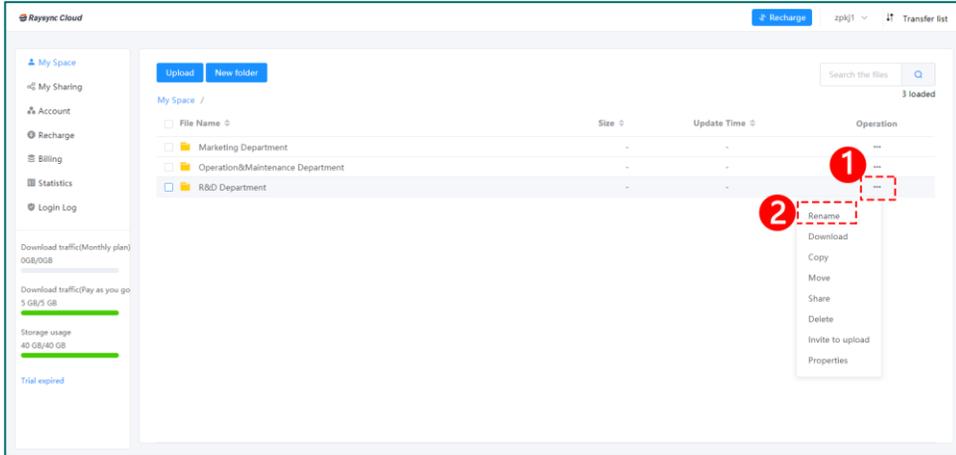


Or you can select specific files (folders) and click ③Delete at the top



7.How to rename files

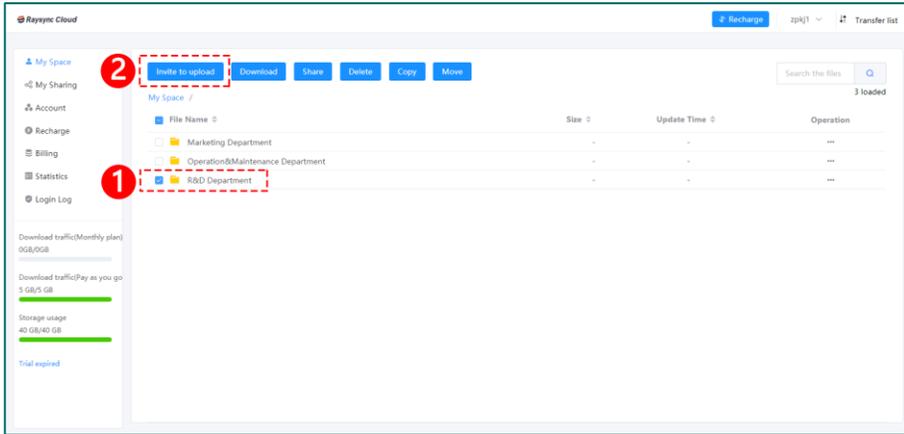
Select the target files (folders), move the mouse horizontally to the ① operation button, the system automatically pops up a drop-down menu, select ② to rename



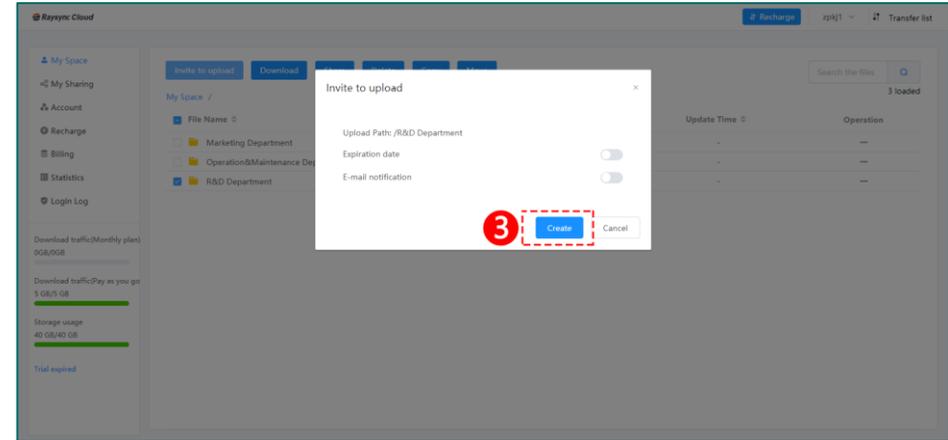
8.How to invite to upload

If you need to invite others to upload files (folders):

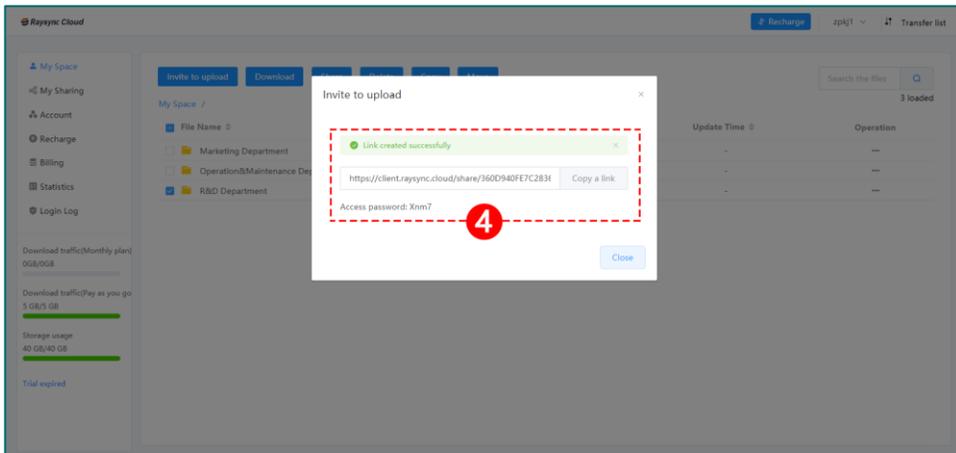
Step 1: Select the target folder and click the ② invite to upload.



Step 2: Set the link expiration time and whether to accept the email notification, then click the ③ create link button.



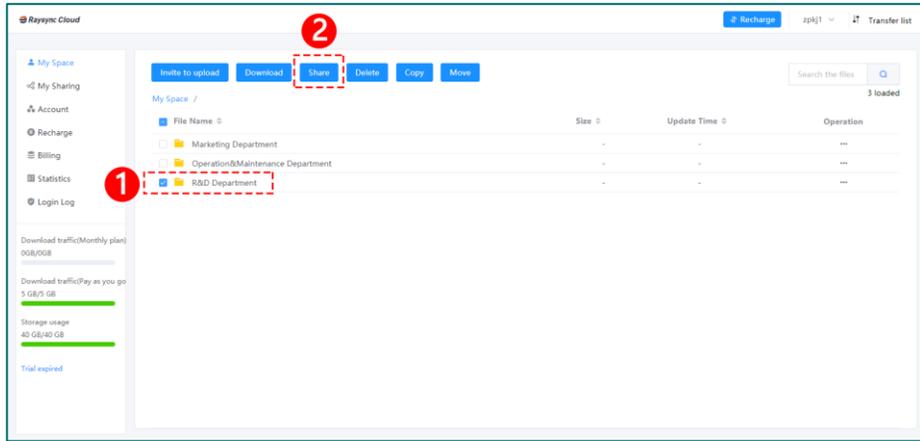
Step 3: The system will automatically create an invitation link and access password ④, you can send the link and access password to your friends via email, etc. Your friend scan access the link through a browser to upload files (folders).



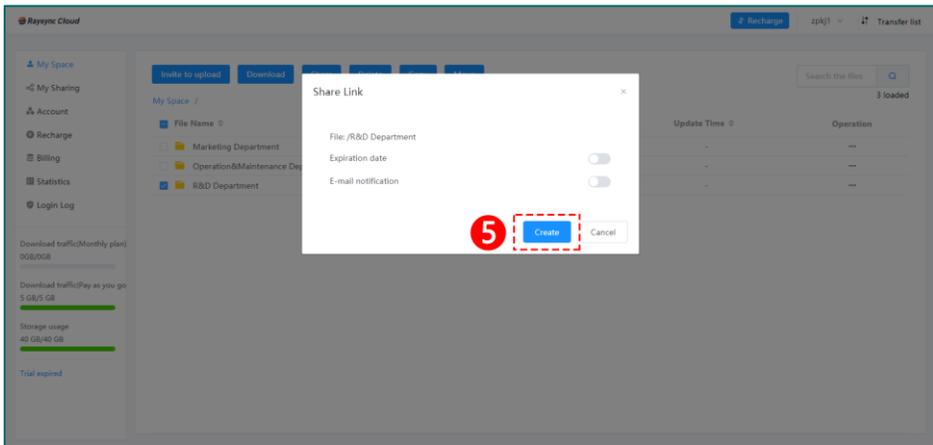
9.How to share to download

If you need to share files (folders) to others:

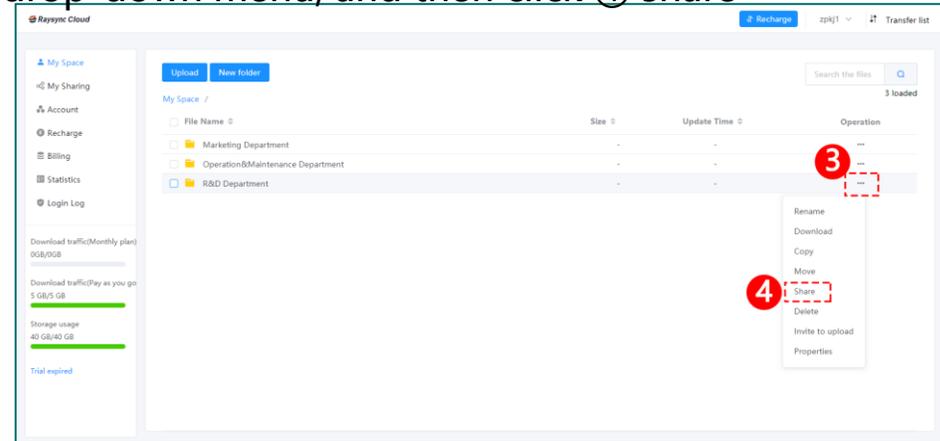
Step 1: Select the target file (folder) ①, select the share button ②.



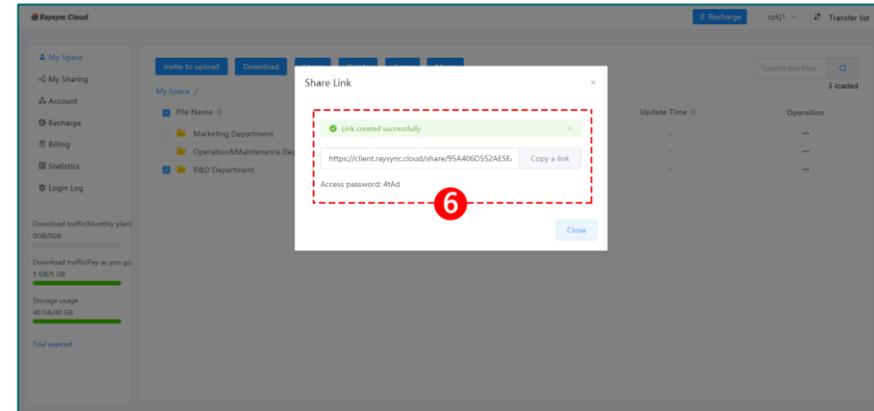
Step 2: Set the link expiration time and email notification function, click ⑤ to create a link.



Or select the file (folder) to be shared, move the mouse horizontally to the ③ operation button, the system will automatically pop up a drop-down menu, and then click ④ share



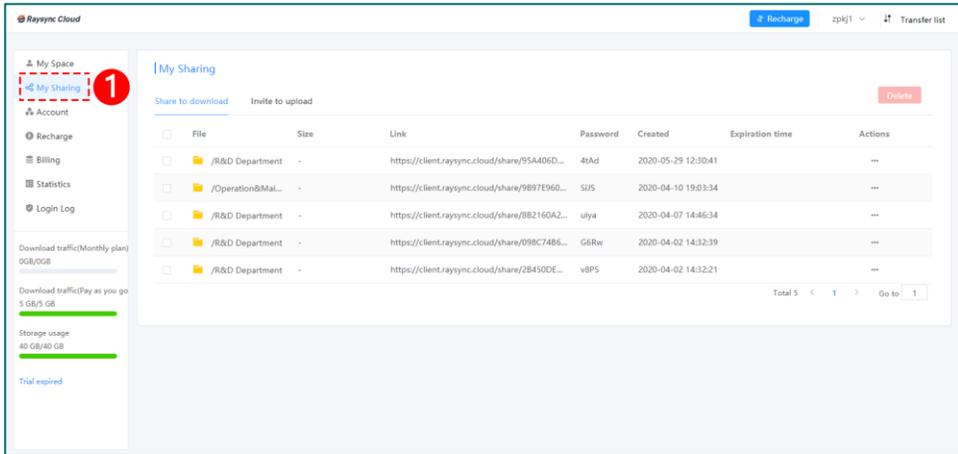
The system will automatically create an invitation link and an access password ⑥. You can send the link and the access password to your friends.



10. Manage share / invite links

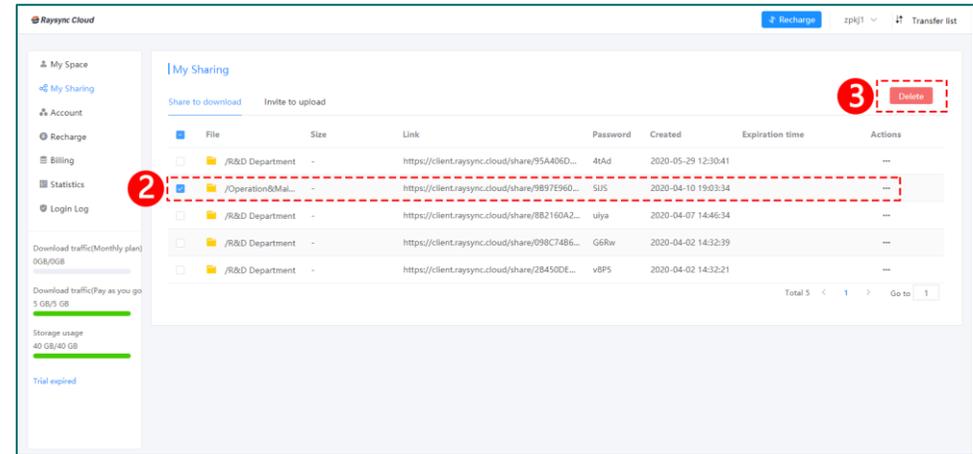
If you need to check all sharing / invitation records:

Log in and select the menu bar ① My sharing on the left to view all sharing / invitation records.



If you need to delete the sharing / invitation records:

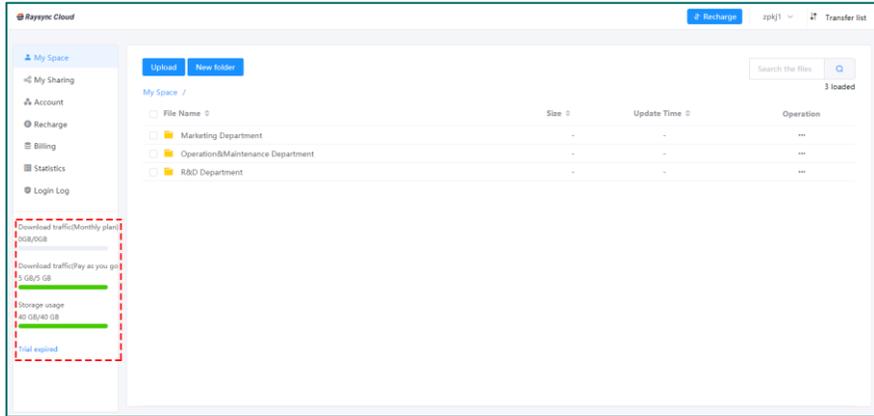
Select the share / invitation link to be deleted ②, click ③ to delete, or you can directly click ③ to delete all share / invitation records.



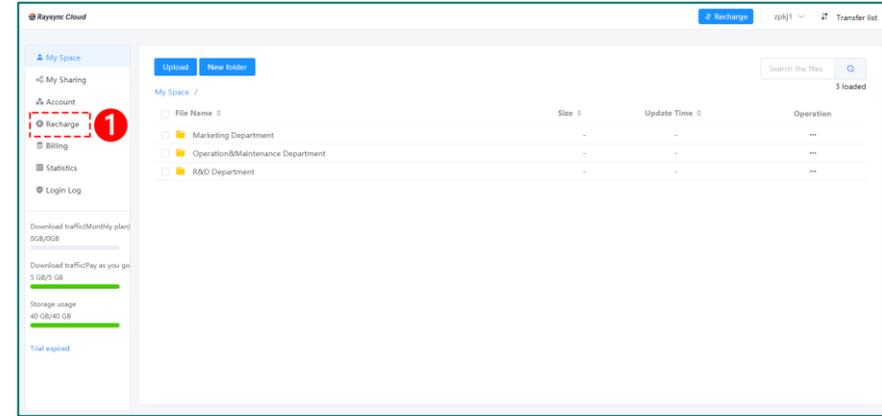
11.How to purchase

Support two ways to recharge: 【monthly plan】 and 【Pay as you go】

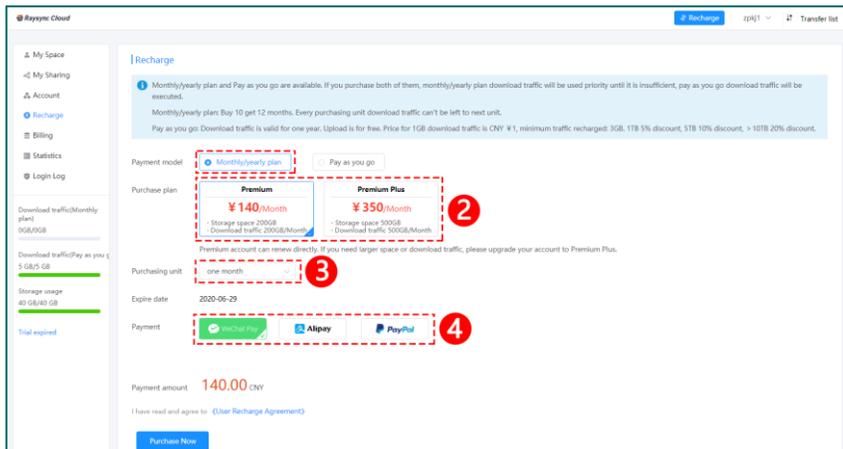
Step 1: Log in and check the download traffic left for the monthly plan and pay as you go, the use of storage.



Step 2: Select the orders① on the left menu bar, or click “Purchase” button in the upper right corner.



Step 3 : Select recharge way and click “Purchase Now” to complete payment



11.How to purchase

Notice :

Monthly/yearly plan and Pay as you go are available. If you purchase both of them, monthly/yearly plan download traffic will be used priority until it is insufficient, pay as you go download traffic will be executed.

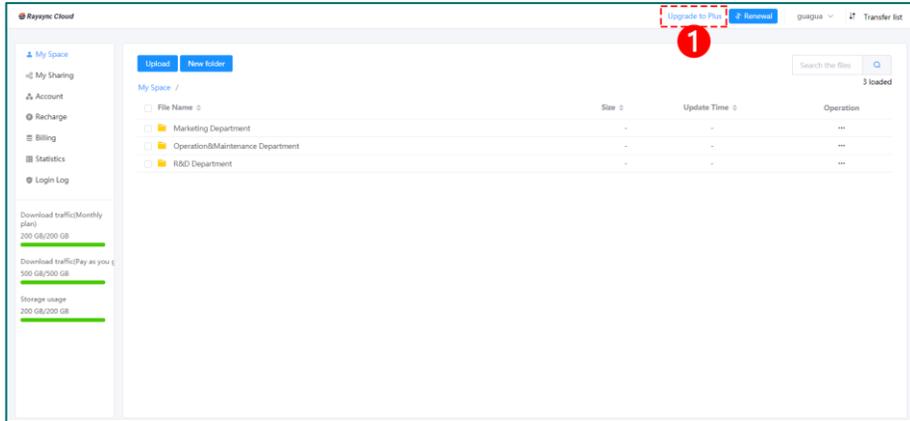
Monthly/yearly plan: Buy 10 get 12 months. Every purchasing unit download traffic can't be left to next unit.

Pay as you go: Download traffic is valid for one year. Upload is for free. Price for 1GB download traffic is CNY ¥ 1, minimum traffic recharged: 3GB. 1TB 5% discount, 5TB 10% discount, > 10TB 20% discount.

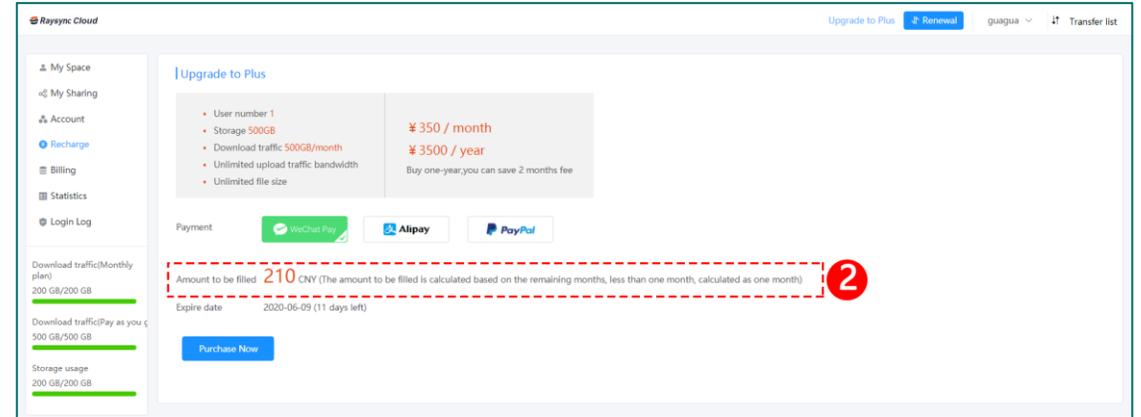
12.How to upgrade

If you want to upgrade to the Plus version :

Step 1: Log in and click the ① Upgrade to Plus button at the top right.



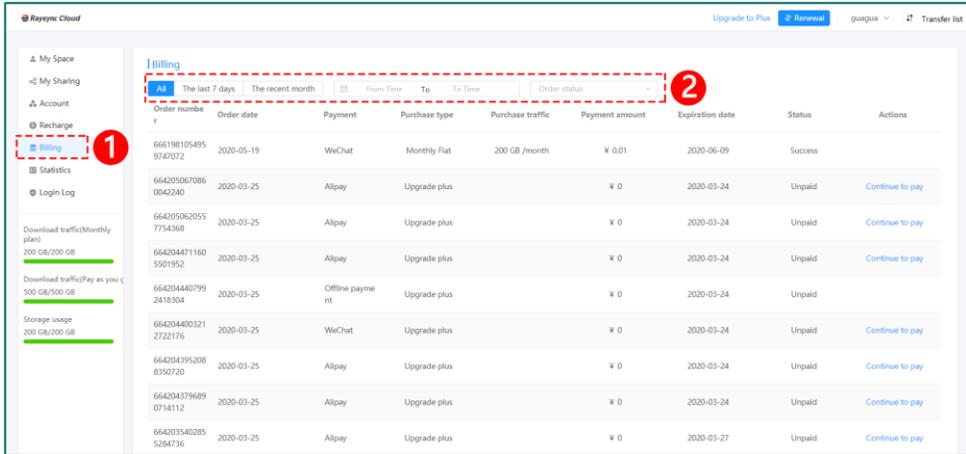
Step 2: Select the payment method, confirm the amount and payment. The upgrade is successful after payment is completed.



13.How to view order history

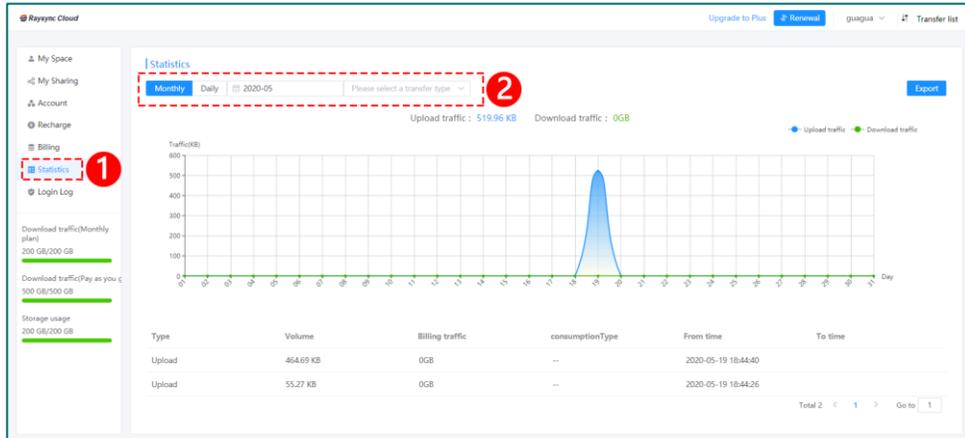
If you need to view your order purchase records:

Step 1: Log in and select the left menu bar ①Order record.



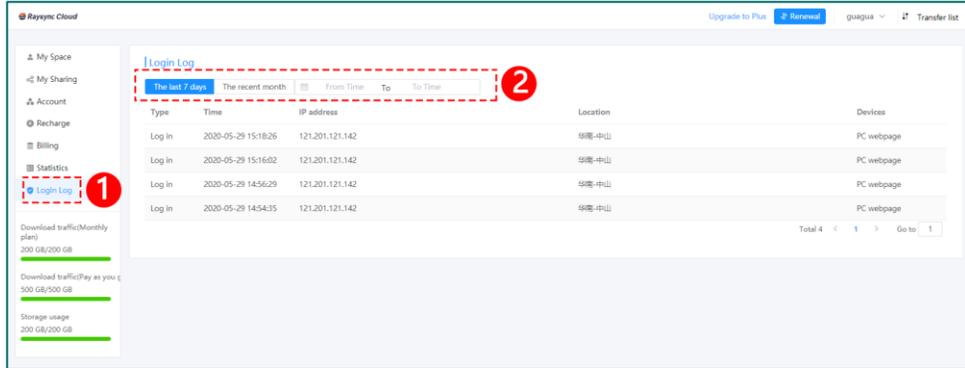
14.How to view traffic usage records

Log in and select the left menu bar ①Traffic statistics



15.How to check login records

Log in and select the security center ① on the left menu bar.





Website: www.raysync.cloud

Email: raysync@rayvision.com

Phone: +86 18681593969

Contact: Gordan Shaw