

Adding a file

To add results in the form of supporting documents, such as a graphic, spreadsheet or images to a characterization

1. In the Finding section, next to Files, click **Add**.
2. Upload, browse, and select the file or enter the file's URL where the document is located.
3. Complete the following.
 - a. Select the **File Type** (required), Document, Graph, Image, Movie, or Spreadsheet.
 - b. Enter the **File Title** (required).
 - c. Specify **Keywords** to associate with the file
 - d. Enter a **Description** of additional information of the file.
4. Click **Submit** to add the file(s) to the sample.



You can add as many files as you wish.