

PIE-ISEP Guidelines for the use of protected document submission system

1. To start, you must connect to the system making sure that the selected Domain is **"Extranet"**

S-FILER PORTAL English

Agence spatiale canadienne Canadian Space Agency CSA ASC

Partage de l'information avec l'externe (PIE)
Information Sharing with External Partners (ISEP)

Domain

<Auto-detect>

<Auto-detect>

Extranet

Employées et Partenaires - Employees and Partners

Lost Password X

→ Login

If you experience any problems with this webpage or your account/password please contact: pieadmin-isepadmin@asc-csa.gc.ca

2. Enter your **username** (NOT the email address) and **password** that was communicated to you by email in the fields "Username or email" and "Password"

Domain

Extranet

Utilisateurs de Extranet - Extranet users

User name or email

Password

Lost Password X

→ Login

IMPORTANT NOTE: DO NOT click on "Lost password" you cannot change your password for the Extranet domain. If you would like a new password, contact the process address identified in your system access email or at the following address: unitasdepannage-unitassupport@asc-csa.gc.ca

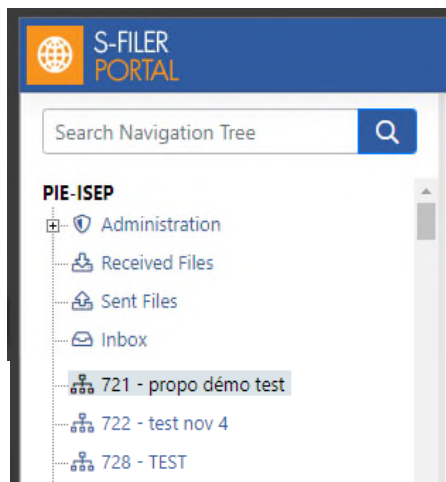
3. Press the "Login" button to connect to the system

Compatible Browsers

Here are the browsers that works with PIE-ISEP

Browser	Supported	Comment
Chrome	Yes	Version 40 or newer required. Limitation: allow to download 1 file at a time (does not allow to download several files at the same time).
Firefox	Yes	Version 44 or newer required. Limitation: allow to download 1 file at a time (does not allow to download several files at the same time).
Internet Explorer 11	Yes*	*Requires installation of 32 bit Java Runtime Environment 5.0 or higher.
Edge	Oui	Newer version. Limitation: allow to download 1 file at a time (does not allow to download several files at the same time).
Opéra	Oui	
Safari	Non	

4. On the left you will see below the "Inbox" the communities of the proposals that you have made for the various Announcement of Opportunity (AO). They start with a AO "ID" number followed by your proposal title.



5. Click on the community where you must deposit documents
6. Then, in the right part, you just have to drag (from your file explorer to the system browser) the documents you want to drop in the center part.

