

## How to Manually Upload Files to ATP

<https://campus.barracuda.com/doc/73698005/>

It is sometimes necessary to manually check files using Advanced Threat Protection. You can upload a file on the ATP page and can have an email notification sent when the scan has been completed. Supported file types are: EXE, MSI, APK, PDF, RAR, ZIP, and MS OFFICE with a maximum size of 8 MB.

### Before You Begin

- Enable Advanced Threat Protection. For more information, see [How to Configure ATP in the Firewall](#).
- To receive a notification email, you must configure the system notification email address. For more information, see [How to Configure System Email Notifications](#).

### Step 1. Upload the File

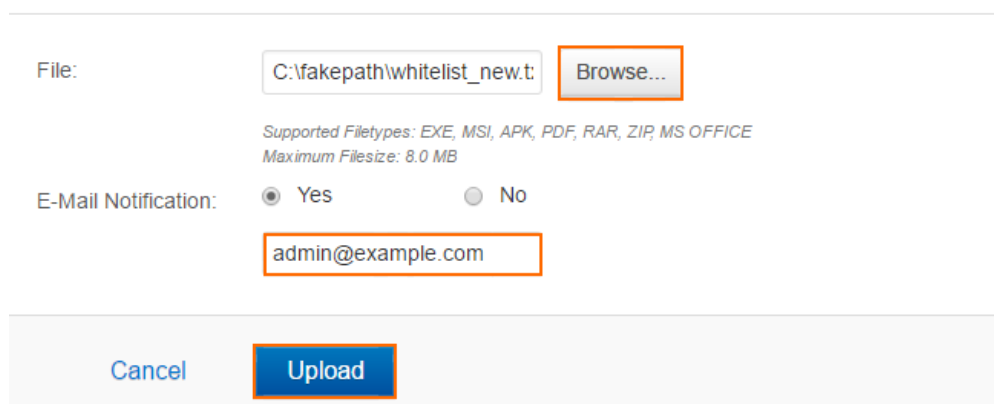
1. Go to **BASIC > ATP**.
2. Click **Manual Upload**.



The **ATP File Upload** window opens.

3. Click **Browse** and select the file you want to upload.
4. (optional) Enable **E-Mail Notification** and enter the notification email address.

#### ATP File Upload

The screenshot shows the 'ATP File Upload' dialog box. It has a 'File:' label and a text input field containing 'C:\fakepath\whitelist\_new.t'. To the right of the text field is a 'Browse...' button, which is highlighted with an orange box. Below the text field, it says 'Supported Filetypes: EXE, MSI, APK, PDF, RAR, ZIP, MS OFFICE' and 'Maximum Filesize: 8.0 MB'. There is an 'E-Mail Notification:' label with two radio buttons: 'Yes' (selected) and 'No'. Below the radio buttons is a text input field containing 'admin@example.com', which is also highlighted with an orange box. At the bottom of the dialog, there are two buttons: 'Cancel' and 'Upload', with the latter being highlighted with an orange box.






5. Click **Upload**.

The file is now uploaded to the Barracuda ATP Cloud and listed on the **Files in Progress** page.

## Step 2. (optional) Download the Scan Report

After the file is scanned, it is displayed on the **Scanned Files** page. You can download the scan report from there.

1. Go to **BASIC > ATP**.
2. Select the scanned file.
3. From the **Action** menu, select the **Download Report** icon.
4. Select the report type:
  - **Summary Report**
  - **Full Report**

Action	Risk	Scan Policy	Start Time	File	File Type
	None	Deliver first, then scan	2016-06-16 02:23:53	VDA_1-0.zip	zip
		st, then scan	2016-06-16 02:17:52	wifipassworddecryptor.zip	zip
		st, then scan	2016-06-16 02:12:50	processhacker-2.39-setup.exe	.exe
		st, then scan	2016-06-16 02:06:56	beecrypt-1.1.2-ppro.zip	zip
	None	Deliver first, then scan	2016-06-16 01:54:00	real.exe	.exe

5. Save the report to your desired location.

## Figures

1. atd\_manual\_0.png
2. atd\_manual\_1.png
3. atd\_report.png

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