# Upload Files Tab

The **Uploaded Files Tab** provides an interface for uploading and downloading files to and from the TapeTrack Server so that they can be accessed by any TapeTrack Client connecting to the selected Customer.

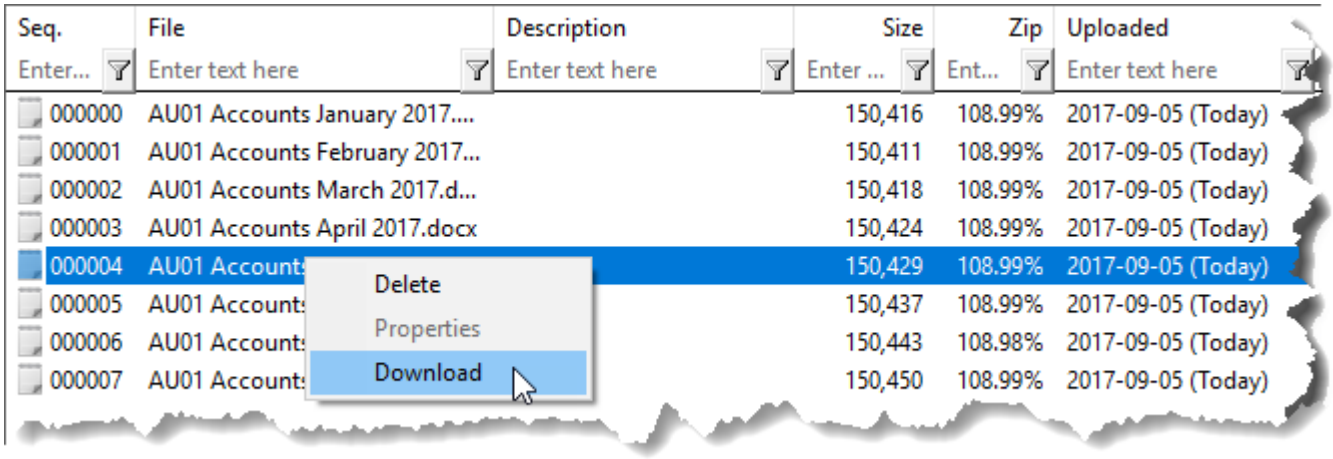
## Uploading Files

To add files to the Uploaded Files tab, drag and drop the files from Windows Explorer into the Upload Files Tab.

## Right-Click Functions

Right-clicking in the Uploaded Files Tab provides three options:

- **Delete**: Deletes the selected files.
- **Properties**: Displays details pertaining to the selected file.
- **Download**: Downloads the selected file to your computer.




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