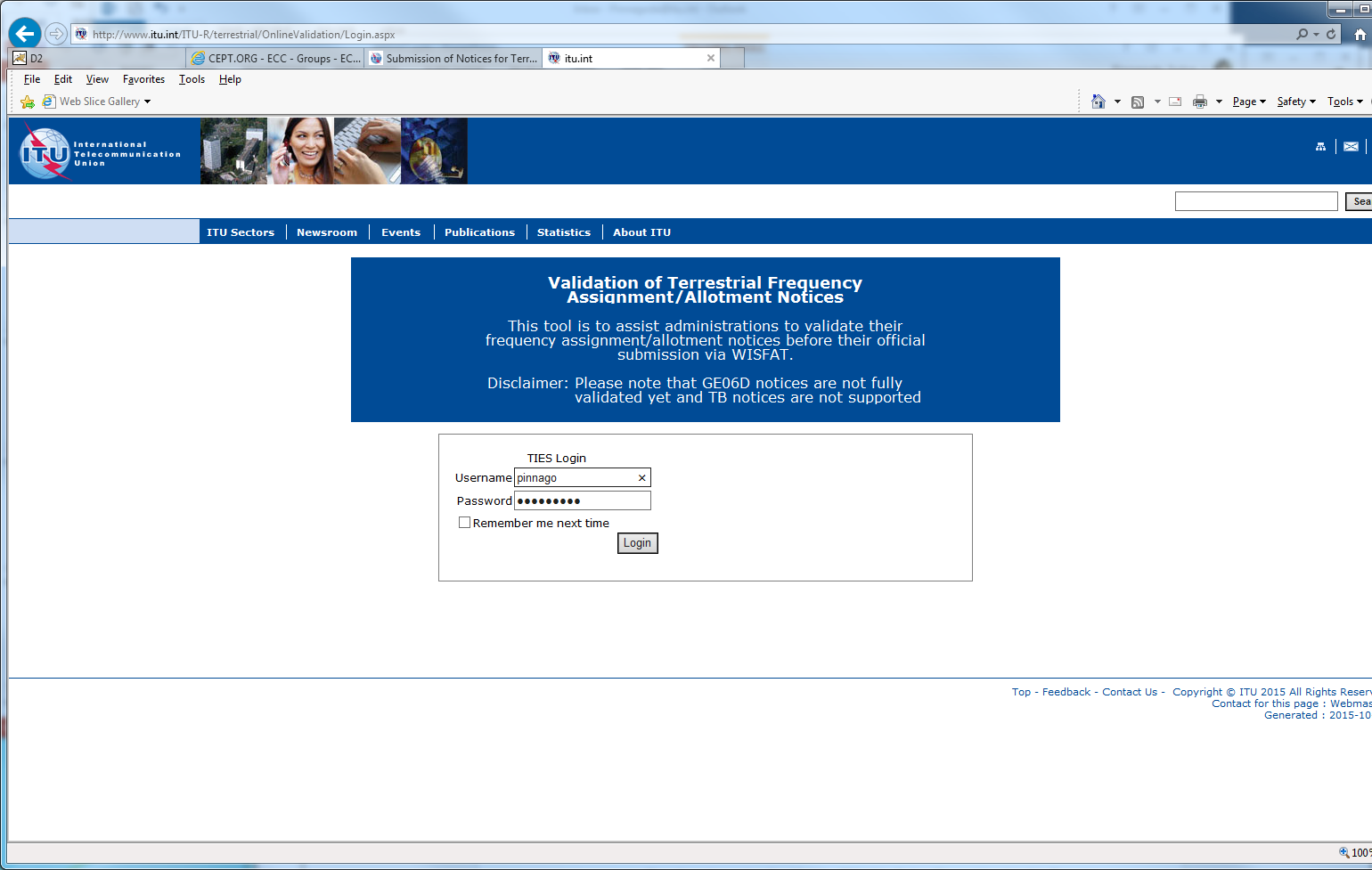
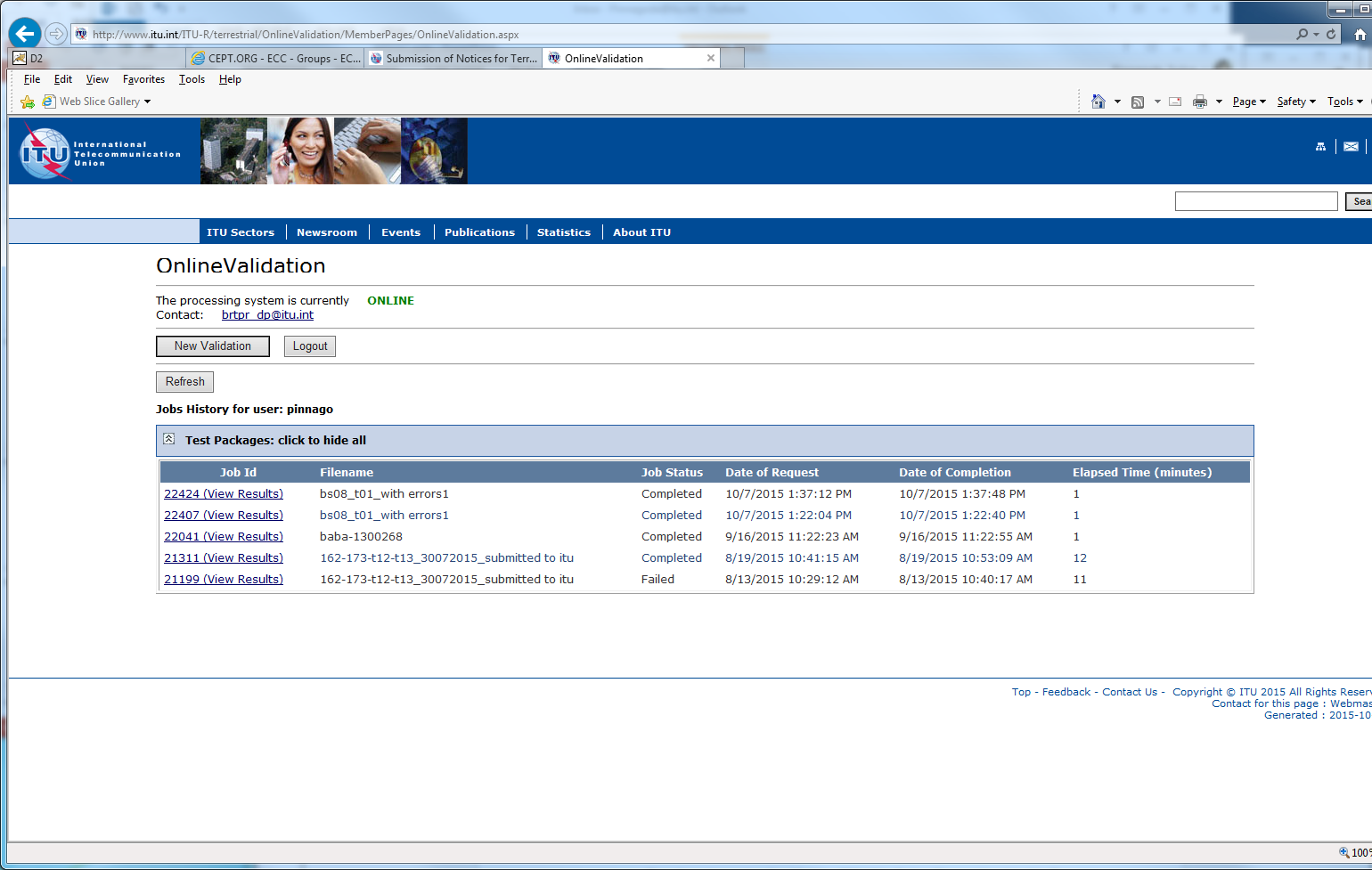
**How to use the online validation tool**

1. You need to have a TIES user account.
   1. If you do not have a TIES user account then you need to visit the following website <http://www.itu.int/TIES/index.html> and request it online.
2. Type in the TIES username and password to login

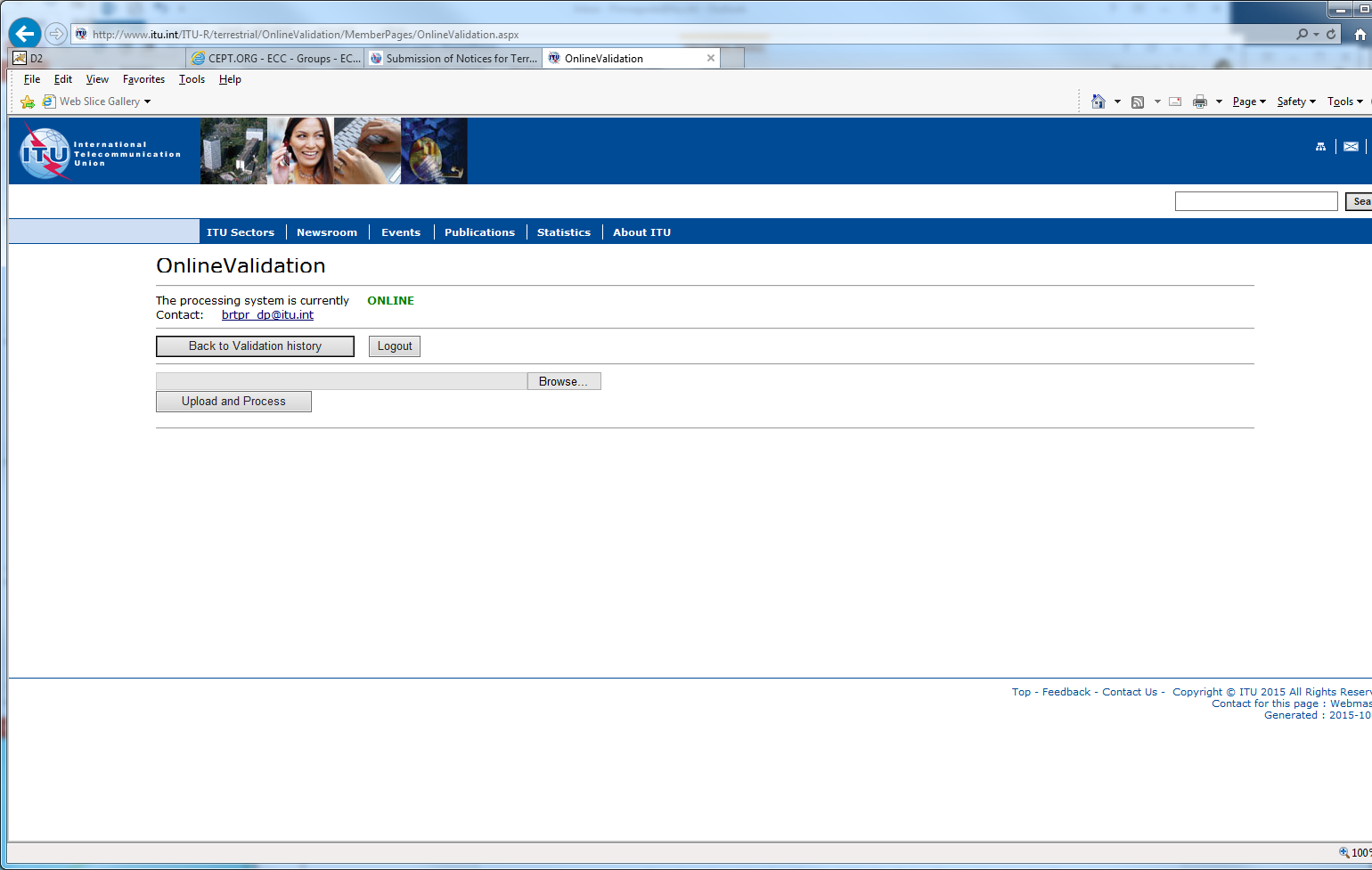


TIES Password

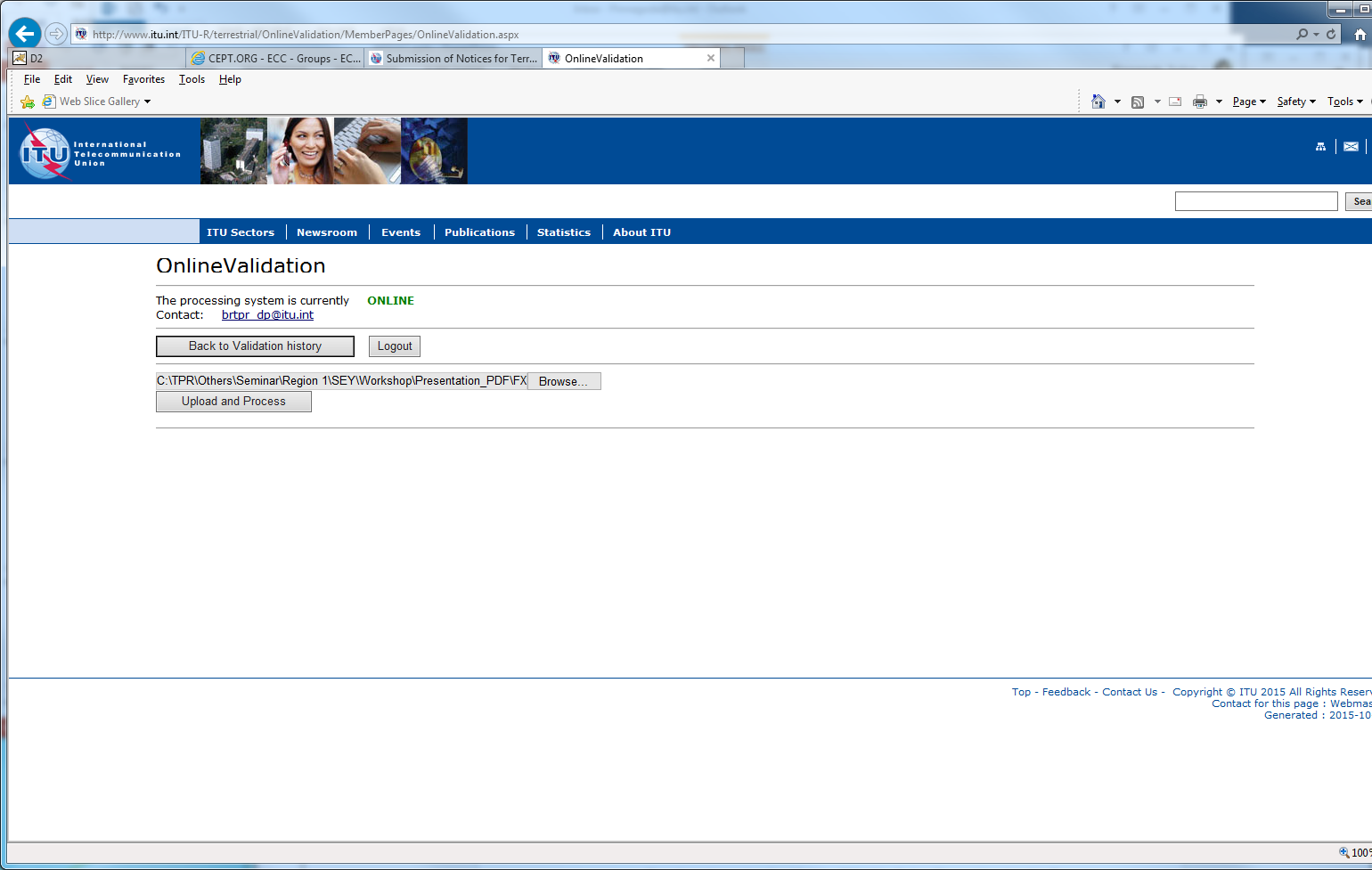
TIES Username

1. Click on **“New validation”**  
   

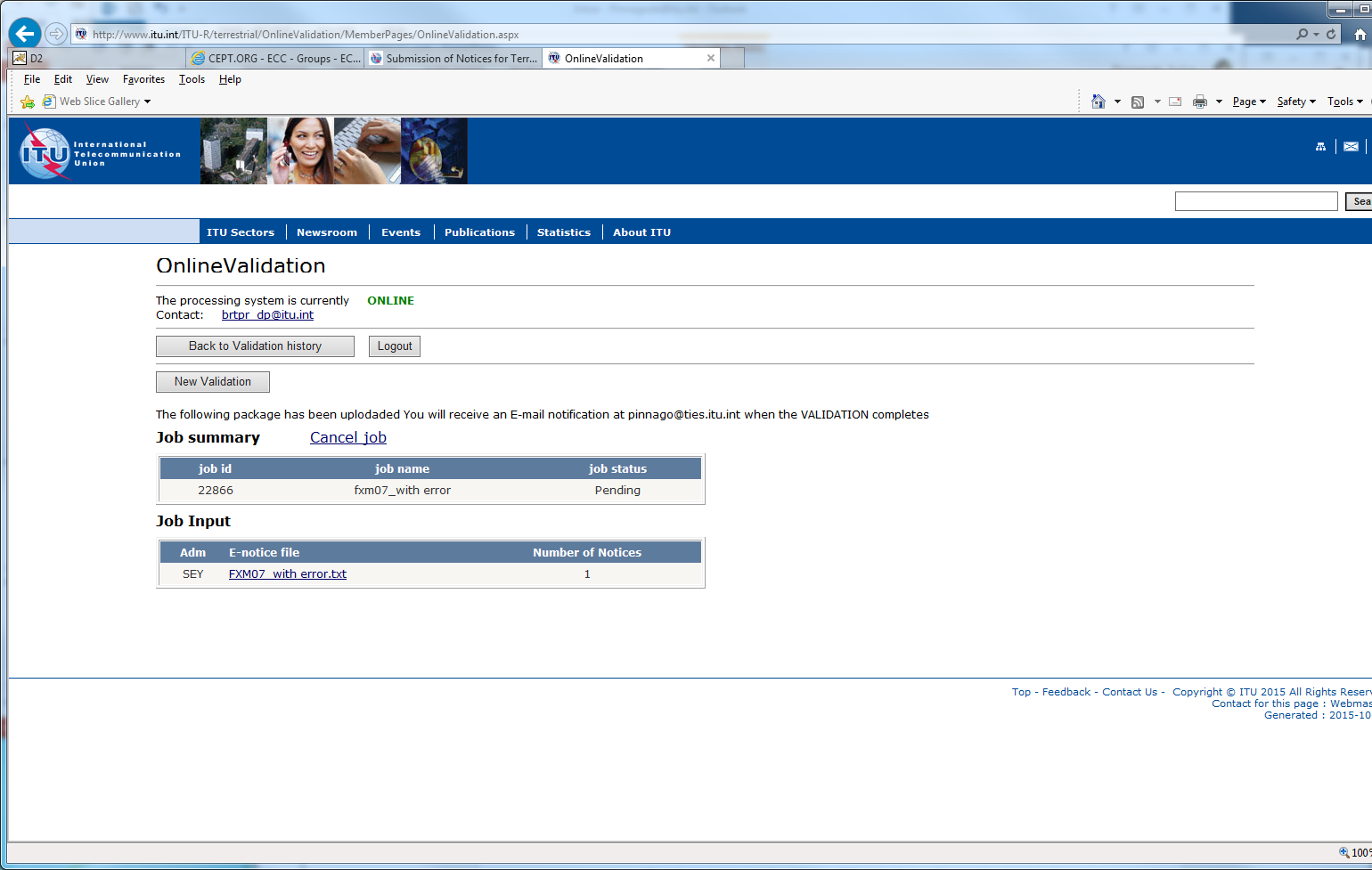
New Validation

1. Click on **“Browse”** to select the file to validate  
   

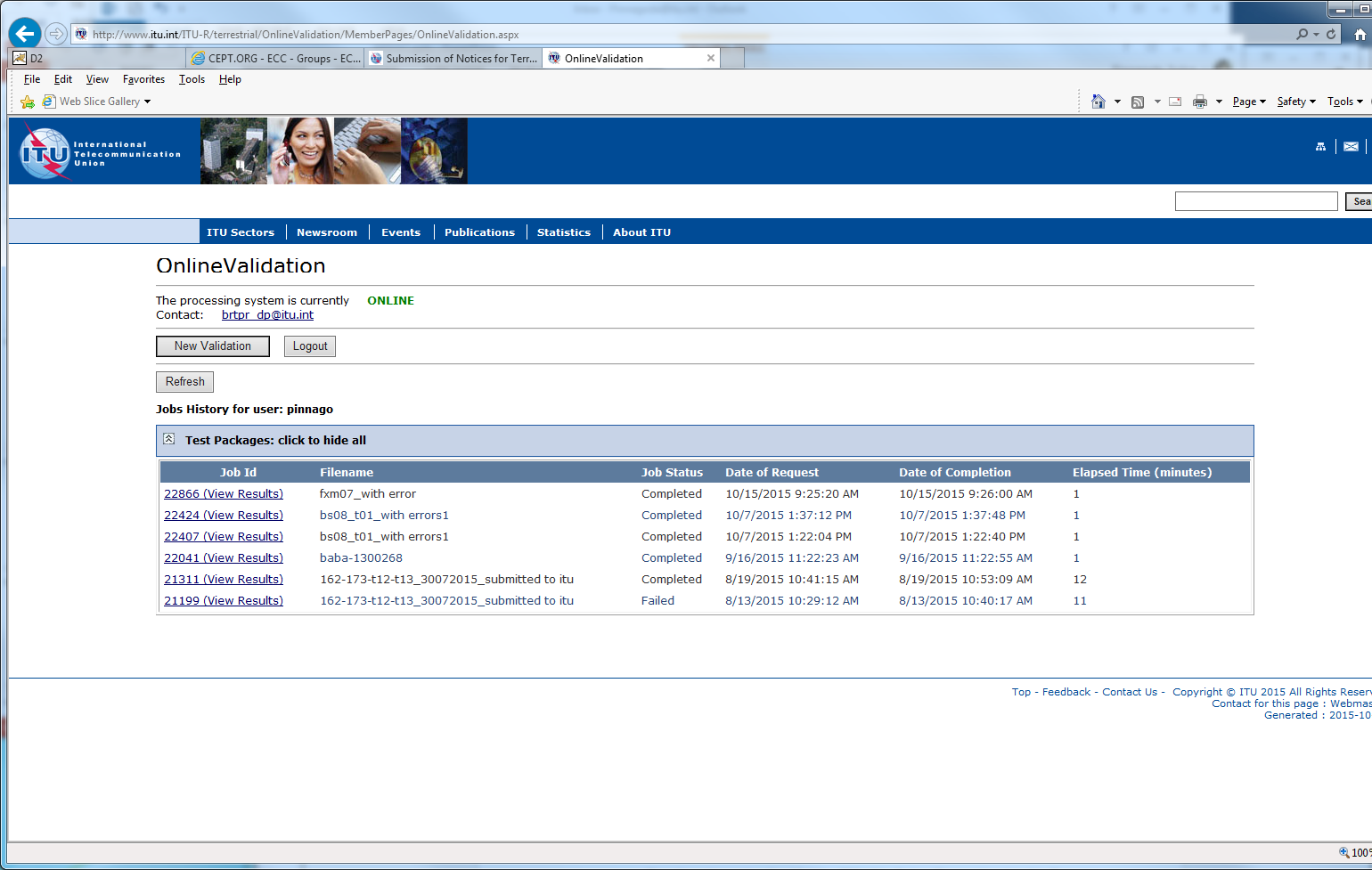
Browse

1. Click on “Upload and Process”  
   

Upload and process

1. The job is now sent for validation. You may click on “New Validation” to submit another file or click on “Back to Validation history”  
   

Back to Validation history

1. You may click on “Refresh” to see the progress of the processing. Once the validation is completed, you may click on JodID (View Results), you will also receive an e-mail to your TIES account.  
   

View Results

1. If there are any errors or warning it will display them on the screen. You may correct and upload again.  
   