

06 Dropbox – cloud storage

Indian River State College

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August 2013

Quick Steps

Step 1:
Set up your
Dropbox account.

Step 2:
Download Dropbox
to your computer.

Step 3:
Upload files to
your Dropbox
storage.

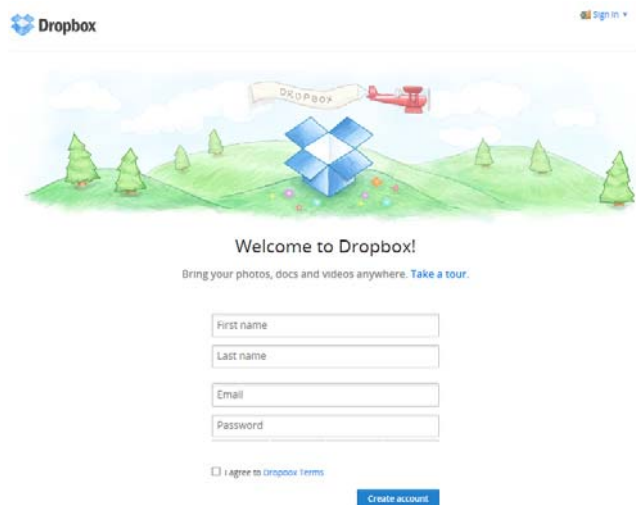
Step 4:
Install on other
computers.

Step 5:
Share your files.

Step 6:
Load to your
mobile devices.

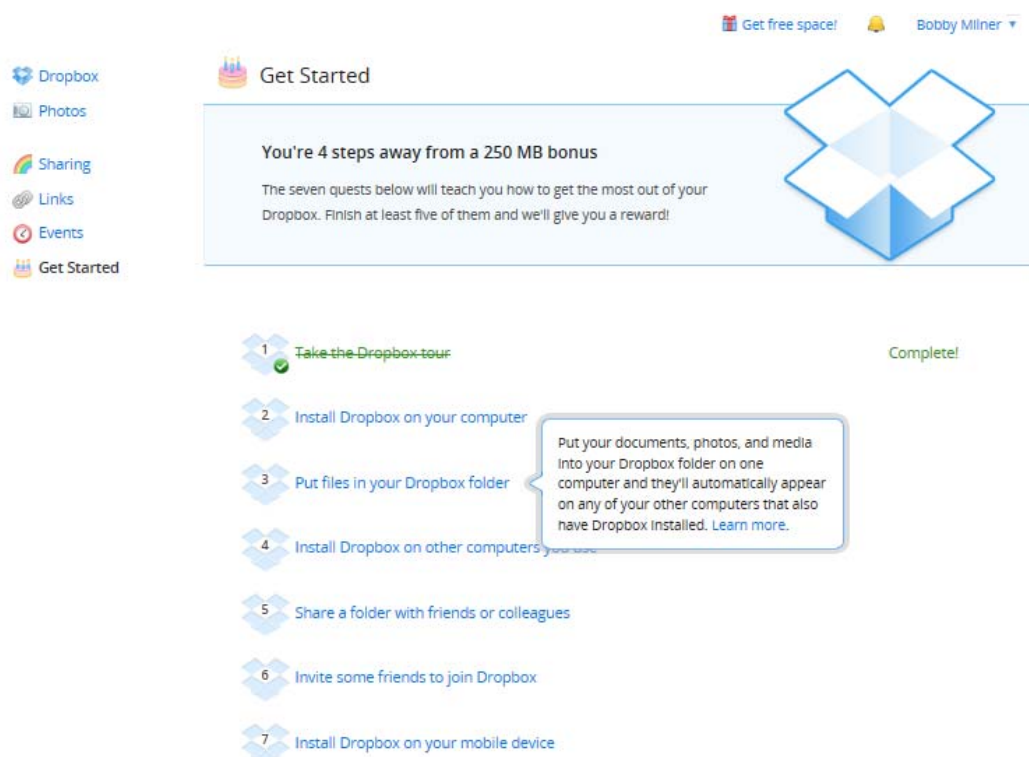
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Step 1: Follow this link to Dropbox: <http://db.tt/KJiptdR>



Take a tour or click on the **Create account** button to set up your account. Note that you must click the “agree to terms” box to continue. The tour video can be found at <https://www.dropbox.com/tour>.

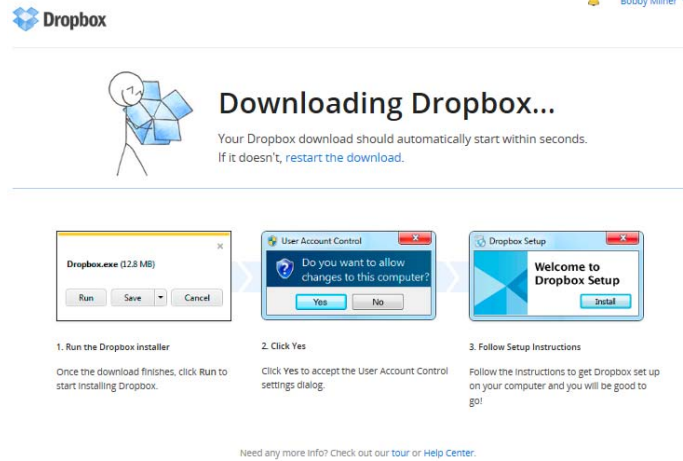
You now have an account with 2GB of free storage. Be sure to complete Steps 2, 3, and 4 on the **Get Started** menu to get the most out of Dropbox.



Dropbox - continued

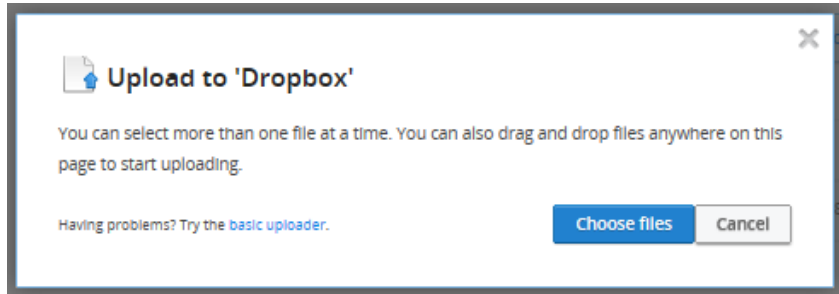
Step 2: Download Dropbox:

Installing Dropbox on your computer is the best way to make sure your information is always with you.



The screenshot shows the Dropbox website's download page. At the top, it says "Downloading Dropbox..." and "Your Dropbox download should automatically start within seconds. If it doesn't, restart the download." Below this, there are three numbered steps with corresponding screenshots: 1. Run the Dropbox installer (Dropbox.exe (22.8 MB)), 2. Click Yes (User Account Control dialog), and 3. Follow Setup Instructions (Dropbox Setup dialog). A small cartoon character is visible in the top left corner of the screenshot.

Step 3: Upload your files: Put your documents, photos, and media into your Dropbox folder on one computer and they'll automatically appear on any of your other computers that also have Dropbox installed.

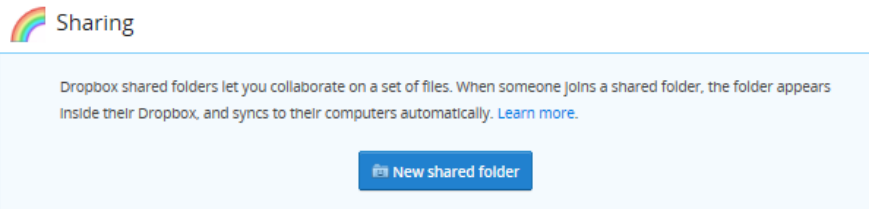


The screenshot shows a dialog box titled "Upload to 'Dropbox'". It contains the text: "You can select more than one file at a time. You can also drag and drop files anywhere on this page to start uploading." Below this text is a link: "Having problems? Try the basic uploader." At the bottom right, there are two buttons: "Choose files" and "Cancel".

Step 4: Install Dropbox on your other computers. Anything in your Dropbox will stay up to date across all of your computers and mobile devices. Your information is always where you need it.

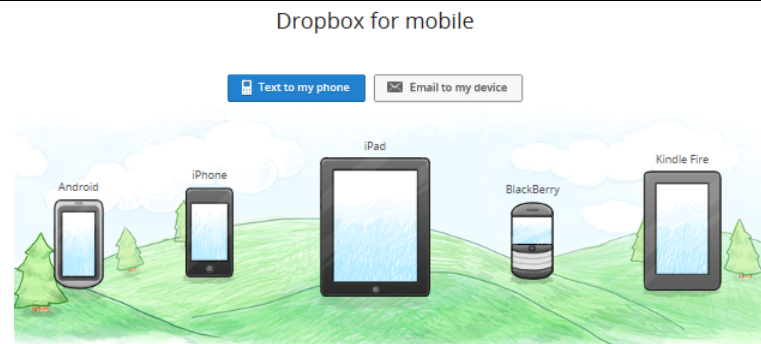


Step 5: Share: Dropbox shared folders allow you to share photos and videos, or work together on projects and reports.



The screenshot shows the "Sharing" section of the Dropbox website. It features a rainbow icon and the text: "Dropbox shared folders let you collaborate on a set of files. When someone joins a shared folder, the folder appears inside their Dropbox, and syncs to their computers automatically. [Learn more.](#)" Below this text is a blue button that says "New shared folder".

Step 6: Go mobile: Access your files everywhere with Dropbox mobile for Android, BlackBerry, iPad and iPhone.



The screenshot shows the "Dropbox for mobile" section. At the top, there are two buttons: "Text to my phone" and "Email to my device". Below these buttons, there is a row of five mobile devices: an Android phone, an iPhone, an iPad, a BlackBerry phone, and a Kindle Fire tablet. The devices are set against a background of a green landscape with trees and a blue sky with clouds.