

Faculty DropBox

1) Go to Gator Cloud

<http://www.it.ufl.edu/gatorcloud/>

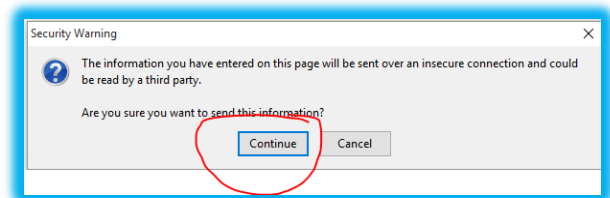


2) On Left NAV, click Dropbox Sign-Up



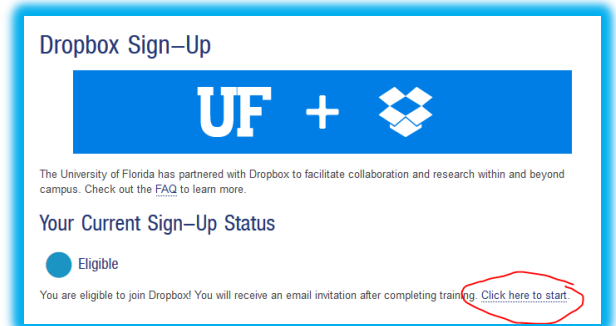
3) Click Login w/ Gatorlink

4) Click Continue



5) At bottom right Click here to start →

6) Watch the PowerPoint; pass the quiz, matching and pick 4.



7) An email will come to you for your Dropbox use.

Both UF OneDrive and Dropbox for Education allow the creator of a folder to specify who has access and what privileges they have. OneDrive requires that the user have a Microsoft account,

not necessarily @ufl.edu, and DropBox requires the colleague to create a DropBox account if they don't already have one, then the email of the Microsoft account for OneDrive or the DropBox account for DropBox is used to permit access, whether read/write or read-only.

When you share OneDrive to an outside individual you can use almost any email address. The user receives an email notifying them of the share, and that is where they are directed to sign in with their Microsoft account, **or redirects them to create one if they do not already have one.**