

Using **Dropbox** to Store and Share Your Files

Kawartha Camera Club

Outline

- What is Dropbox?
- Dropbox vs. Flickr
- How to Create an Account
- Sharing Photos, Files and Folders

What is Dropbox?

- Dropbox is a cloud storage provider (sometimes referred to as an online backup service) that is used as a file-sharing service.
- It synchronizes with your home computer and can be accessed anywhere and with anything that has an Internet connection.





vs.



Dropbox

- Stores any file type.
- 2 gigabyte of storage.
- No file size restriction.
- Can set up folders for file sharing.
- Allows batch downloading.

Flickr

- Only stores photo & video.
- 1 terabyte of storage.
- File size restriction = 200MB.
- Can set up albums for file sharing.
- Doesn't allow batch downloading.

Dropbox Accounts

- 3 different account types:
 1. Basic – Free; 2GB of space.
 2. Pro – \$10.99/month; 1TB of space.
 3. Business – \$17/month; unlimited.



How to Create a Dropbox Account

- dropbox.com and select Sign Up.
- Fill out your name, email and create a password.
- That's it!



Your stuff, anywhere

I agree to [Dropbox Terms](#)

Sign up

or [Sign in](#)

Adding Content

- Right click anywhere to show options to upload, create a new folder or share a folder.



Dropbox



Search

Files

Photos

Sharing

Links

Events

Name ▲

Kind

Modified



Algonquin Park

folder

--



Documents

folder

--



Upload...



New folder



Share a folder...



Show deleted files

Also from Dropbox

Carousel

Mailbox

Adding Content

- Simply drag and drop your files into the screen.



Dropbox > Kawartha Camera Club Events



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Modified

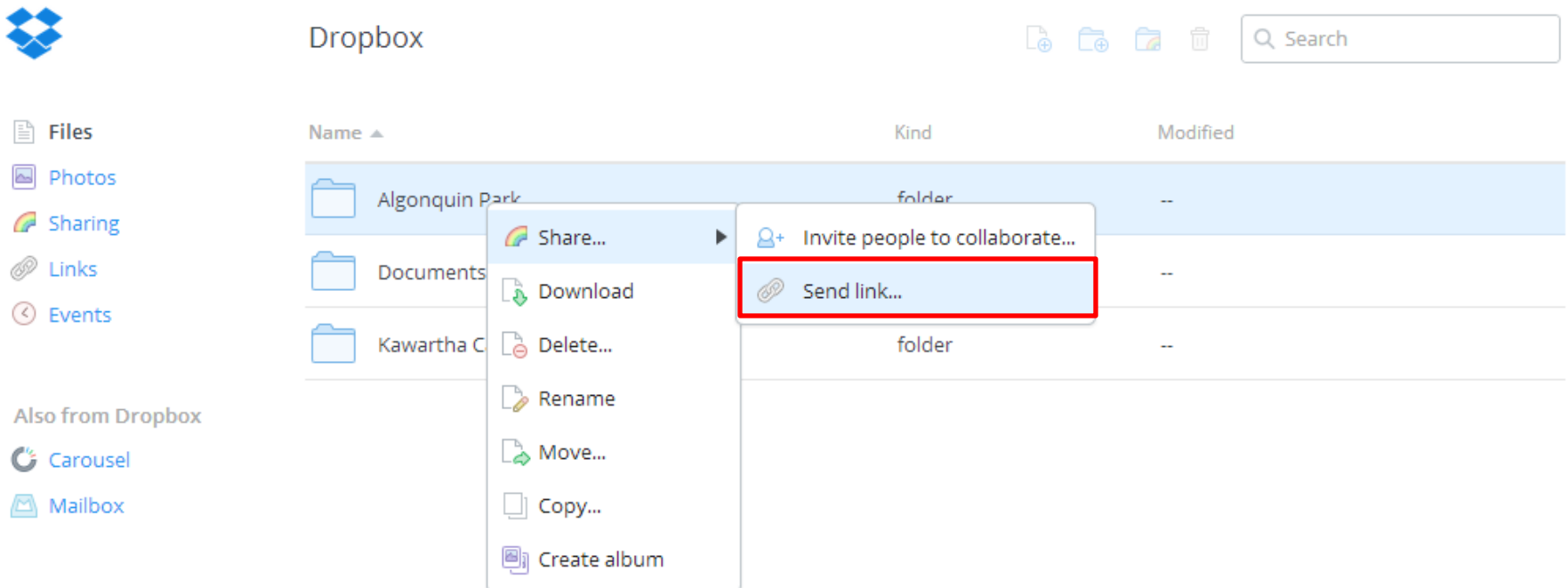


This folder is empty

Drag and drop files onto this window to upload

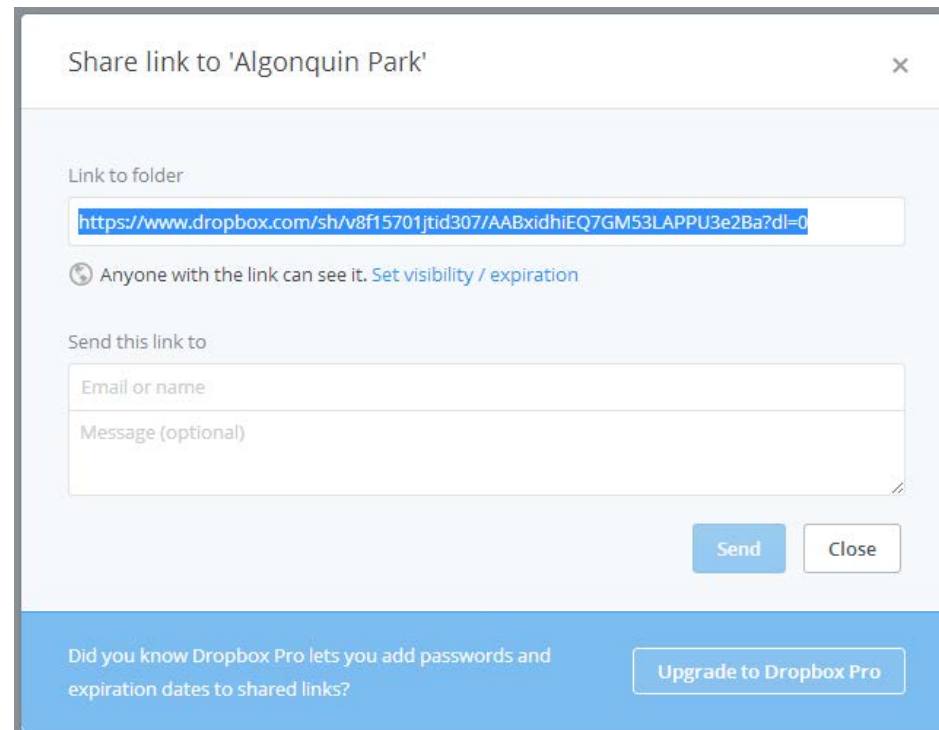
Sharing Content

- Right-click on a folder or individual file and select “Send link...”



Sharing Content


- Can either copy and paste the link provided or enter email addresses below with a message and send directly from Dropbox.



Share link to 'Algonquin Park' ×

Link to folder

<https://www.dropbox.com/sh/v8f15701jtid307/AABxidhiEQ7GM53LAPPU3e2Ba?dl=0>

 Anyone with the link can see it. [Set visibility / expiration](#)

Send this link to

Email or name

Message (optional)

[Send](#) [Close](#)

Did you know Dropbox Pro lets you add passwords and expiration dates to shared links? [Upgrade to Dropbox Pro](#)

Create a Photo Album

- Can right click on a folder containing photos and select “Create album” to share photos in a more visually pleasing manner.



Dropbox



Search

- Files
- Photos
- Sharing
- Links
- Events

Also from Dropbox

- Carousel
- Mailbox

Name ▲	Kind	Modified
Algonquin Park	folder	--
Documents	folder	--
Kawartha Camera Clu	folder	--

- Share...
- Download
- Delete...
- Rename
- Move...
- Copy...
- Create album**

Collaborate With Others

- Collaborating allows you to invite other people via email to contribute content to a folder.



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Share... ▶

Invite people to collaborate...

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Questions?