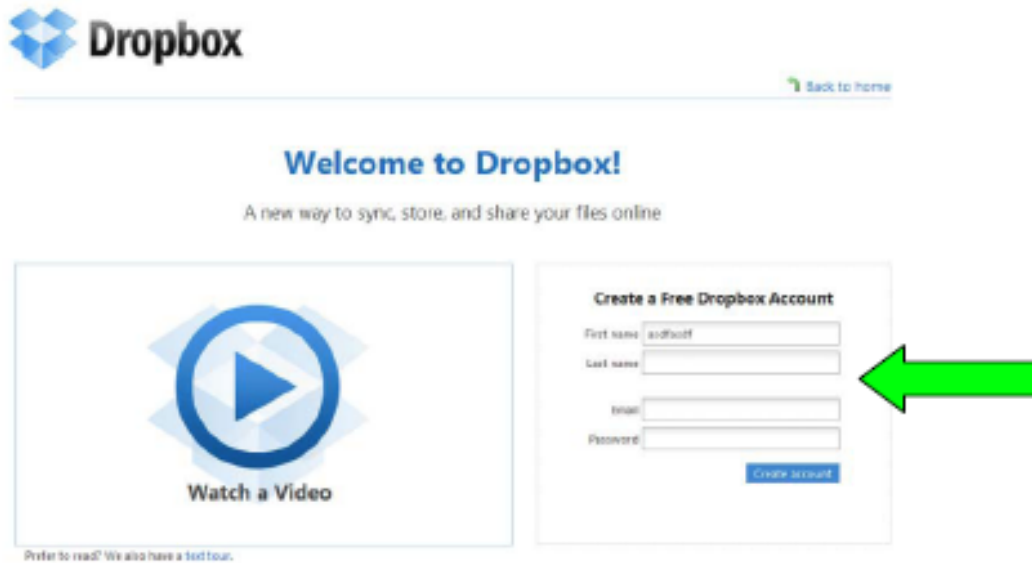


1. Go to the following link and sign up for an account:
  - DropBox Sign-Up Link: [www.dropbox.com](http://www.dropbox.com)



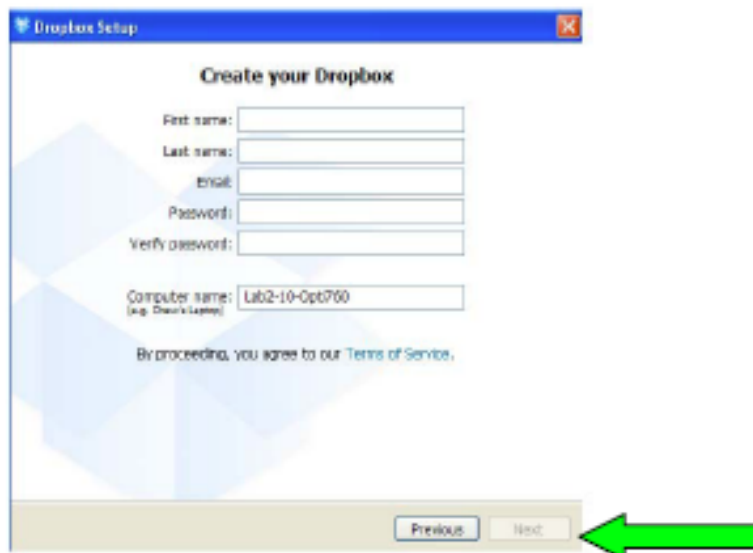
2. Click on the "Free Download" button



3. Click "Run" to install the applications and follow all the onscreen directions for the install wizard.
4. After you go through the install wizard, A box will appear and will ask if you have an account. Select "I don't have a dropbox account." and then click "next"

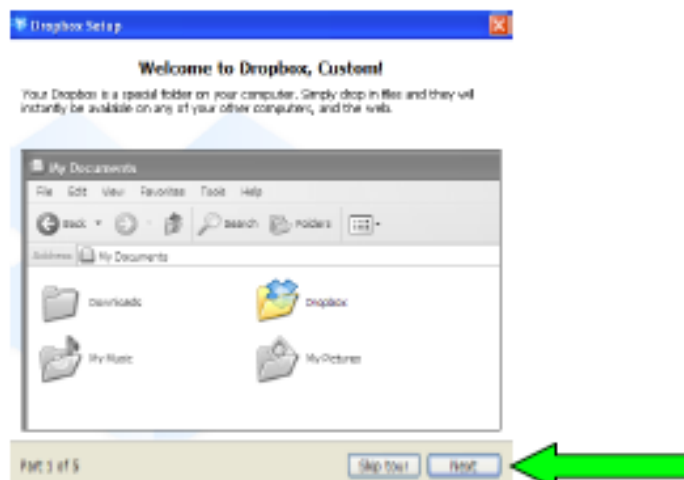


5. Follow the onscreen directions and input your name, email address, username and password to use for your Dropbox account. Then click "next".

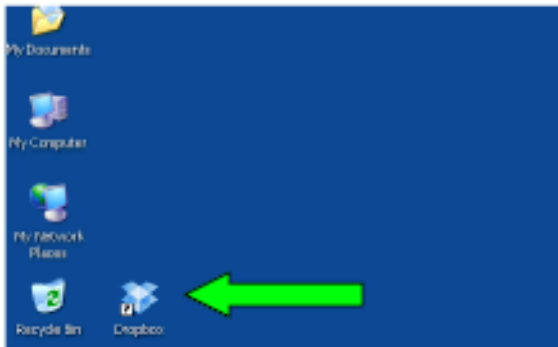


The image shows the 'Dropbox Setup' window with the title 'Create your Dropbox'. It contains several input fields: 'First name:', 'Last name:', 'Email:', 'Password:', and 'Verify password:'. Below these is a 'Computer name:' field with the text 'Lab2-10-Opt760' and a small note '(e.g. Shawn's Laptop)'. A line of text states 'By proceeding, you agree to our [Terms of Service](#).' At the bottom right, there are 'Previous' and 'Next' buttons. A green arrow points to the 'Next' button.

6. A box will open and ask you for your type of account....Just click next because you can use the Free, 2 Gig account.
7. Select the "Typical" setup and click "install"
8. A box opens up and gives you 5 slides to read/view on the basic features of DropBox. Click next as you read and go through all 5 slides. At the last slide, click "finish" and Dropbox will install on your computer.



9. At this time your Dropbox folder opens up and a DropBox Icon will be installed onto your desktop that looks like this....



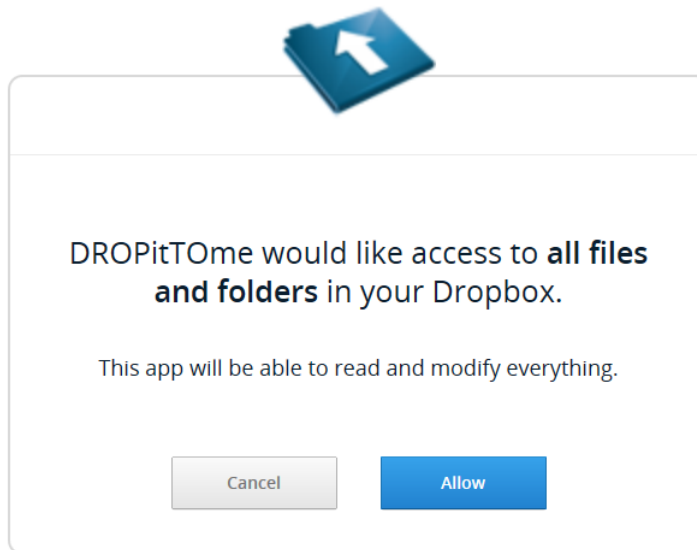
10. You can close the window that opens and go to your desktop to see the icon. When you double click on the icon, a window opens up and shows your folder contents. This folder acts as a folder on your computer, but is actually housed online. You can drag files from your computer, into this folder and these files will now be housed online instead of on your local hard-drive. In order to access this folder from a different computer, go to <http://dropbox.com> and login using the username/password you just used to create your account. This way all of your files are accessible from ANY computer with internet access.

## Adding: [www.DropItTo.Me](http://www.DropItTo.Me)

1. Go to [www.dropbox.com](http://www.dropbox.com) and login to your account. Leave this account open in a browser.
2. Go to [www.dropitto.me](http://www.dropitto.me) and click on "register"



3. Drop it to me will ask you to either open your dropbox account or to allow access your dropbox account....select allow. This links your drop it to me account to your dropbox account.



Once you allow, it will ask you for a username, password and upload password. PLEASE BE AWARE of a couple of things....

1. Your username becomes part of your address for people to upload documents to....
    - a. My username is "SChristopher" therefore my address to upload to is "www.dropitto.me/schristopher"
  2. Your password and upload password must be different. The upload password you will give out and will allow others to upload documents to your account.
- 
4. Once you register for your dropitto.me account, you will find a new folder in your dropbox. This folder will be the location where all uploaded files from dropitto.me will be directed to.