

Get the Most from Dropbox

Use Dropbox in conjunction with your Mac and iOS device to keep all things synced

Forget thumb drives, NAS storage, or emailing documents to yourself. Dropbox is the quickest and easiest way to share files between computers, whether they run OS X, Windows, Linux, or even iOS and other mobile operating systems. After downloading and installing the client and signing in to your account, a Dropbox folder is created on your hard drive. Anything you place in this folder is automatically copied to your online Dropbox storage, which can be reached from any web browser or on another computer.

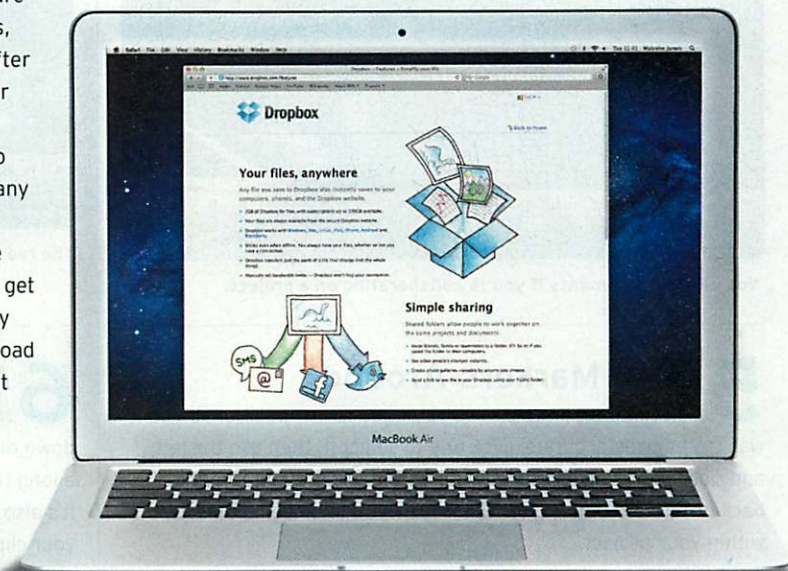
This particular tutorial is based on Dropbox v1.2.52. At the time of writing, a public beta of v1.3 is available, and you can get extra free space by testing its new feature that automatically uploads images from your camera or iPhone. You can download the client from www.dropbox.com, and find the public beta at <http://bit.ly/xDU4NU>. **BY IAN OSBORNE**

>>> WHAT YOU NEED

LEVEL:

medium

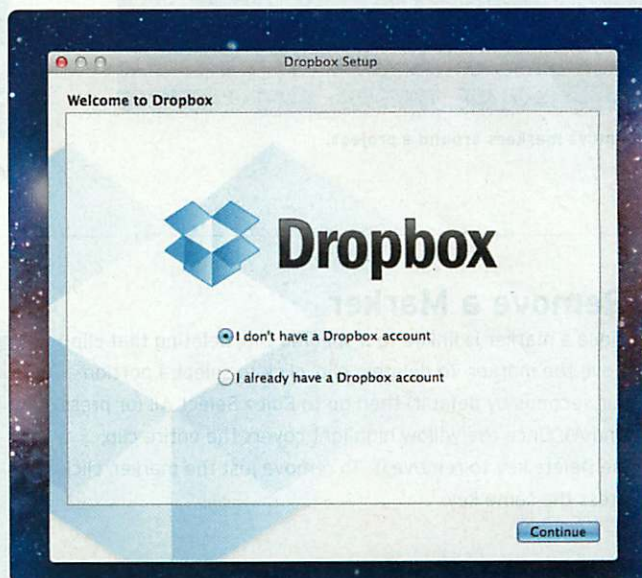
- >> Mac OS 10.4 or later
- >> Dropbox
- >> internet connection



1 Create an Account and Install

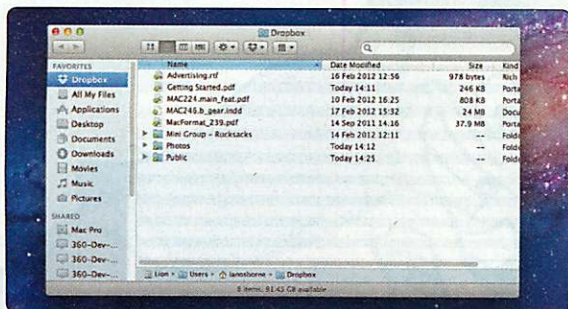
If you haven't done so already, go to www.dropbox.com and download and install the Mac client. Launch it, and a Dropbox icon appears in the menu bar. Follow the setup instructions to open a Dropbox account, or log in to an existing one if you've already installed Dropbox on other computers.

Dropbox just works as soon as you install it.



2 Access the Dropbox Folder

Your synced Dropbox folder is found in your Home folder, and can be opened from a Finder window sidebar or via the Dropbox icon in the menu bar. You can drag items into and out of it, and the folder's contents are synced with other computers logged in to your account.



The Dropbox folder simultaneously lives on your hard drive and in the cloud.

4 Share Files and Folders

To share a file using Dropbox, put it in the Public folder inside your Dropbox folder. Right-click or Control-click it, and from the shortcut menu, choose Dropbox > Copy Public Link. This is a download link for that file, and can be pasted into emails, blogs, and more. From the site, you can click the Sharing tab on the left sidebar and select Options next to the available folders to share them with other Dropbox members.



You can also use the Dropbox website to add others to folders.

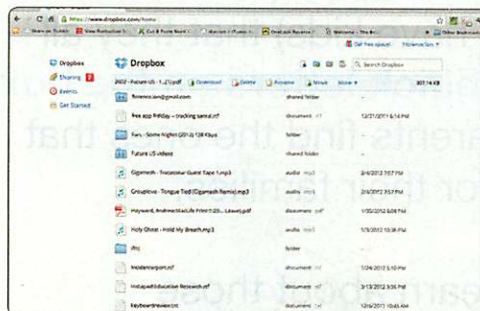
6 Dropbox on iOS

Dropbox is available on all mobile devices, including your iPhone, iPad, and iPod touch (iOS 3.1 or later). Download it from the iTunes Store. It's great for reading documents or viewing photos on the move, and you can upload photos directly to your Dropbox from your iOS device.

The public beta v1.3 edition of Dropbox also has a great new feature that allows you to plug in your camera or iOS device to automatically upload your photographs to Dropbox. This works on your camera's storage card when inserted into a card reader too. Get the beta from <http://bit.ly/xDU4NU>.

3 Use the Dropbox Website

Access your Dropbox from any device with a web browser by going to www.dropbox.com and logging in using the link in the top-right corner of the webpage. Select Dropbox at the top to view, delete, and share files in your Dropbox, as well as upload new ones.



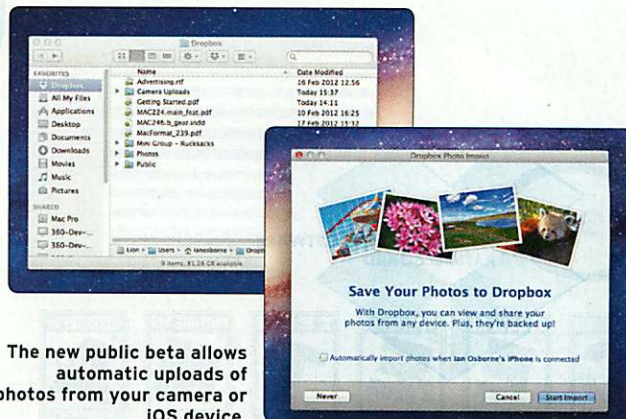
Dropbox's website is fast and easy to use.

5 Create Photo Galleries

Dropbox also lets you create online photo galleries and share them with your friends. Put a folder full of pictures in your Dropbox's Photos folder, and go to www.dropbox.com/photos. Each folder is listed as an album. To share an album, click its title and you're given a link that can be shared over the internet.



Dropbox lets you share online photo galleries.



The new public beta allows automatic uploads of photos from your camera or iOS device.