Overview

Dropbox is a cloud-storage company founded by two MIT students. IS&T has licensed the Dropbox for Business service for the entire MIT community. Dropbox for Business provides the MIT community with large storage capacity and convenient access to data via Windows, MacOS, Linux and mobile native clients as well as via any web browser. With the Dropbox client, you can access your cloud data as though it was a folder on your local disk. Dropbox also lets you share portions of your cloud storage, with a number of different protection/authentication schemes. You can also provide both read and write access to other Dropbox users.

Dropbox is primarily intended to be a mechanism for sharing data rather than storing or archiving large data sets. Graduate students that may have large amounts of data related to their academic or research pursuits can work with their advisor and/or department graduate administrator to review options for obtaining additional storage. Undergraduate students should contact their undergraduate administrator to review options, only if the high level of use is directly related to coursework.

For general Dropbox support, please contact helpdesk@mit.edu or your local IT support provider.

For an overview of Dropbox and other data storage options, see: Data Storage and Collaboration Options.

How to Obtain

The process for MIT faculty, staff and students differs from the process for affiliates. Affiliates can be given access if a faculty or staff member requests it on their behalf. To create an affiliate account, send an email including the request and the affiliate's Kerberos username to accounts@mit.edu.

MIT requires ALL Affiliates requesting access have their sponsor confirm that Dropbox is needed for them to complete their normal responsibilities. If the affiliate only needs access to see shared files, they will not be approved for an account.

MIT faculty, staff and students can create MIT Dropbox accounts for themselves. To make your account:

2. Review the Usage Guidelines on the enrollment page (also available here).
3. Acknowledge you’ve reviewed the guidelines by clicking the checkbox and click the Next button.
4. Congratulations! Your account has been created! You should receive an invite to join MIT’s Dropbox for Business delivered to your MIT email address.
5. Open your MIT email inbox and open your invitation. Click the Join the MIT Team button to start the setup process.

Useful notes:

- If you already have a Dropbox account associated with your MIT email address, the setup process will ask to link your existing personal account with another email address. No need to worry, your personal account will continue to use the same quota. Dropbox provides useful instructions on their website.
- If you’re new to Dropbox, you can find setup instructions here on their website.
- Dropbox no longer supports Windows XP desktop synching. You will still be able to access your files through the Dropbox website. If you would like to sync your files to the desktop, please upgrade to Windows 7 or higher.

Common Questions
• What can I do with my MIT Dropbox account that I can't with my personal account?
• Is my data in Dropbox secure?
• What sort of things should I not store in Dropbox?
• What can MIT Dropbox admins do with my account?
• What happens to my Dropbox for Business account when I leave MIT?
• What countries have restricted access to Dropbox?
• How do I check my Dropbox quota?
• Dropbox Quota FAQ
• How do I obtain more MIT Dropbox storage space?

Getting Started

• Video - Getting Started with Dropbox for Business
• Dropbox for Business Initial Setup
• How do I sign in to my personal and MIT Dropbox accounts?
• Linking Your Computer to MIT Dropbox for Business
• How do I migrate an existing Basic or Pro Dropbox to Dropbox for Business?
• How do I connect a personal and a work Dropbox?
• What does it look like to connect a personal and a work Dropbox through my mobile device?
• Smart Sync

Collaboration

• Dropbox shared links remain active even if you rename or move a file or folder
• Can I share a Dropbox folder with a Moira group?
• Using the Dropbox Groups Feature
• What is Dropbox Badge?
• Team Folders

Troubleshooting

• My files are missing. How do I get them back?
• How do I selectively synch files on my computer?
• Tips and Tricks for Getting Below Your MIT Dropbox Quota

Documentation for Developers

• Build the power of Dropbox into your application
• Dropbox Platform developer guide
• Dropbox Core API Documentation

See Also

• Dropbox Business User Guide
• Dropbox Help Center
• Unofficial Dropbox Wiki
• Dropbox Hidden Features
• Up and Running with Dropbox - LinkedIn Learning course

Additional escalation information for Help Staff can be found here: [hd:Dropbox Recon].