



Cloud File Storage





Why Use the Cloud?

- Easier to manage documents across devices (laptop, tablet, phone, etc)
- Collaborate with peers and students
- Backup and sync services
- Some storage for free, with additional storage available for a fee.





Keep in mind

- Some thought must be given to how you manage your files
 - Keep all sync documents in specific folder
DropBox
 - Select sync folders on your hard drive
SugarSync
 - Drag and Drop copies into Web space
SkyDrive, Google Docs
- Change your work behavior to accommodate the service you prefer





Sharing Procedures

- Select files or folders to share
- Enter email address of collaborator
- Email with link to files or folders is sent
- Some services allow you to specify:
 - Read-Only
 - Set a password
- This is not completely secure!
 - Not HIPPA compliant





Questions?

