

## **Dropbox**

**Modality: Self-Paced Learning**

**Duration: 30 Min**

**SATV Value:**

**CLC:**

**NATU:**

**SUBSCRIPTION: Learn, Master**

### **About this course:**

Beginners to Dropbox will learn all about how to set up the program in this simple course, which will also teach students how to use this powerful tool to collaborate with others, synchronize and share files, and back up data.

### **Audience:**

- IT officers
- Students
- Developers

### **Prerequisite:**

- There are no prerequisites required for this course

### **Course Outline:**

#### Getting Started

- What is Dropbox and why would I use it?
- Sign up for Dropbox
- Place items in Dropbox
- Dropbox security overview

#### Dropbox on Your Desktop

- Back up your files
- Synchronize files between devices
- Overview of Dropbox.com

## Sharing and Collaboration

- Collaborate using Dropbox
- Share files and folders
- Share photos and videos

## Dropbox App on Your Mobile Device

- Overview of the Dropbox app