# How to Sign Up for UF Dropbox

## Step 1
Visit [https://cloud.it.ufl.edu/uf-dropbox/](https://cloud.it.ufl.edu/uf-dropbox/) and click on "Dropbox Sign-Up".

## Step 2
Click on 'Login with GatorLink'.

## Step 3
Enter your GatorLink credentials and click on "LOGIN".

## Step 4
Your account should be eligible to sign up. Press 'Click here to start'.

## Step 5
This will launch a mandatory training. Review the information carefully.

## Step 6
Once you complete the training, click on 'UF Dropbox Registration'.

## Step 7
You will be redirected to the Dropbox Sign-Up page. The sign-up status will appear as "in progress".

## Step 8
You should receive an email from UFL via Dropbox. Click on "Join your team" to continue.

## Step 9
You will be redirected to a Dropbox page. Make sure to read and agree to the Dropbox terms before clicking on 'Create account'.

## Step 10
Your account is now created. To download Dropbox for Desktop, please email ITHelp@ufs.ufl.edu. However, you can start using the service by clicking on "go to Dropbox on the web".

## Step 11
To access your account, visit dropbox.com and type your full GatorLink email address. You’ll be redirected to UF Shibboleth to login.

## File Storage and Sharing Restrictions
This service is for UF business files only. Details on what can be stored/shared is available at [www.it.ufl.edu/gatorcloud](http://www.it.ufl.edu/gatorcloud) under the FAQ section.

---

Questions? Call/text (352) 392-2465 or email ITHelp@ufs.ufl.edu