

## Pitts Weekly Workshop: Cloud Storage

Sarah's Golden Rule: Try to have two backups of your work, one **physical** and one in the **cloud**.

	Cost	Capacity	Editing	Sync	Collaboration
<b>Box</b>	<b>Emory Account:</b> Free, as long as you are enrolled	100 GB	Available in MS Office online and on desktop programs	<b>Yes:</b> Download BoxSync for Mac or Windows OS	Invite <b>Box</b> collaborators to edit, add to folders
	<b>Personal:</b> Free	10 GB			See full document history
	<b>Personal Pro:</b> \$10 per month	100GB			Assign tasks, write comments
<b>One Drive</b>	<b>Emory Account:</b> Free as long as you are enrolled	1 TB	Available in MS Office online and on desktop programs	<b>Yes:</b> Download OneDrive Sync for Mac or Windows OS	Share with other Emory Users
	<b>Personal:</b> Starting at \$6.99 per month	1 TB			Seamlessly attach docs to Emory web email
<b>Dropbox</b>	<b>Personal:</b> Free	2 GB	Available in MS Office online and on desktop programs	<b>Yes:</b> sync folder part of initial download options	Collaborate with non-Dropbox users
	<b>Pro:</b> \$9.99 per month	1 TB			Comment on files
<b>Google Drive</b>	<b>Personal:</b> Free	15 GB	Edit in Google file formats, upload/download as MS Office	<b>Yes:</b> Download Google Drive desktop app	Chat, simultaneous edits, cross-platform
	<b>Pro:</b> \$1.99, \$9.99	100 GB, 1TB			

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