

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

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