If you would like to create an individual CSUF Student Dropbox for Business account, follow the steps below.

1. Open your internet browser to http://sts.fullerton.edu/software/dropbox.
2. Over on the right under Getting Started, click Get Started.
3. In the video walkthrough, select I want to create a new Dropbox account.
4. Finish watching the video walkthrough and then select I’m Ready! Take me to the CSUF Dropbox Registration Page!
5. Enter your campus username and password. Then click Sign In.

   ![Sign In](image)

6. **IMPORTANT**: Be sure to read all of the information on the page with regards to the usage and best practices for Dropbox. After reading this information, place a checkmark next to I have read and understand CSUF’s guidelines for use of Dropbox. Then click Continue.
7. You will see a confirmation screen letting you know that an invitation email has been sent to your campus student email account. Go check your campus email inbox!

   ![Almost done, next step ...](image)

   Please look for email invitation to CSU Fullerton’s Dropbox for Business with a link to www.dropbox.com where you can sign up using your @csu.fullerton.edu email address.

   If you have questions or encounter problems signing up or using the CSUF Dropbox services, please contact the Help Desk at studentitdesk@fullerton.edu or (657)278-8888.
8. You will see an email from CSU Fullerton via Dropbox (no-reply@dropbox.com) with the subject *CSU Fullerton invited you to Dropbox for Business*. Open it and click on the **Join the CSU Fullerton team** button.

![Email from CSU Fullerton](image)

9. A welcome page will open in your default web browser. Click **Get Started**.

![Welcome page](image)
You will see your account information populated; you will not be able to change any of this information. Place a checkmark next to **I agree to the Dropbox Terms**. Then click **Create CSU Fullerton Dropbox**.
You're now given the option to create a personal Dropbox account or connect your existing personal Dropbox account to your CSUF Student Dropbox for Business account. Having a separate personal Dropbox allows you some separation between files you share with friends & family and files you share with classmates and teachers but you can also use the two accounts and transfer files between the two accounts more seamlessly.

Your three options are:

A. Click **Sign In** to link your existing personal Dropbox to your new Dropbox for Business Account.

B. Enter your personal email address, create a password, and then click **Create personal Dropbox** to create a new personal Dropbox to link to your new Dropbox for Business account.

C. If you do not wish to create a personal Dropbox or you want to think about doing this later, click **No, thanks. I'll do this later**.
12. You're done! On the right is your new CSUF Student Dropbox for Business account information. If you created or connected a personal Dropbox account, the information will be populated on the left. Click Get Started to jump into your account!

![You're all set!](image1)


![Getting Started.pdf](image2)

**I NEED HELP!**

Contact the Student IT Help Desk at StudentITHelpDesk@fullerton.edu or 657-278-8888.

Additional training materials are available at [http://sts.fullerton.edu/software/dropbox](http://sts.fullerton.edu/software/dropbox).