

# iPad - Dropbox - DROPitTome

DROPitTome is a companion website to Dropbox that allows you to permits users (such as your students) to upload files to your Dropbox account. (No one, other than you, will be able to view or edit the files in your Dropbox.)

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## Allowing DROPitTome to Access Your Dropbox

NOTE: Perform these steps on the computer on which you have installed Dropbox.

Visit [www.DROPitTome.com](http://www.DROPitTome.com)

Click the **Register** button.



Click the **Register** button again.

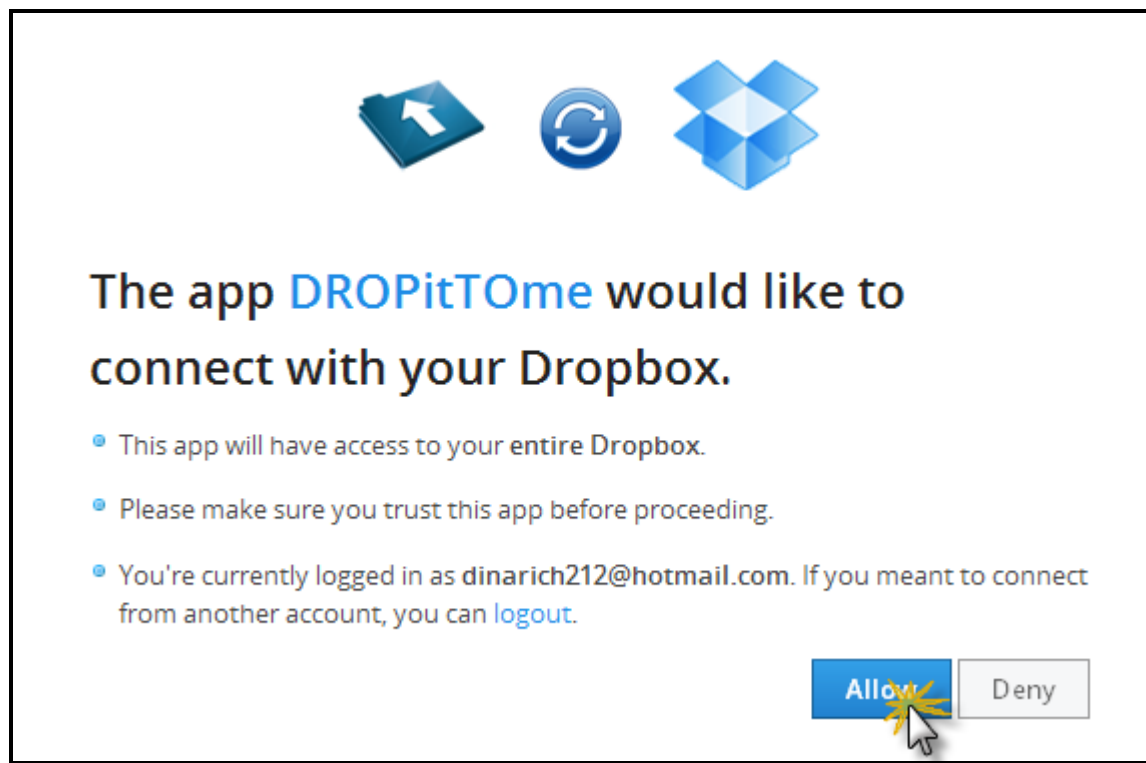


Enter the email and password that you used when you created your Dropbox account.

Sign in (or [create an account](#))

  
  
 Remember me

When prompted, click the **Allow** button.



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## Creating a DROPiTOMe Account

After you click the Allow button as shown above, the following screen will appear.

**Username:** Create a new DROPiTOMe username. This does not have to be the same as your Dropbox username. This username will be shared with students. It will be part of your DROPiTOMe web link.

**Email:** Enter the same email address you used when creating your Dropbox account.

**Password:** Create a new password. This password does not have to be the same password that you are currently using for Dropbox.

**Upload Password:** **This password will be shared with students. Do not use your Dropbox password, or your DROPiTOMe password. Use something that you do not use as a password for any other account.**

Then click the **Register** button.



**DROPItTome**  
**DROPBOX APPROVAL OK**

Username:

Email:

Password:

Password repeat:

Upload password:

**REGISTER**

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## Allowing Students to Upload to Your DROPItTome/Dropbox Account

Give students your DROPItTome web link. Your DROPItTome weblink is:

www.dropittome.com/\_\_\_\_\_

In the blank, provide your DROPItTome username. In the sample above, maryteacher is the DROPItTome username, so the teacher would share [www.dropittome.com/maryteacher](http://www.dropittome.com/maryteacher)

Give students the upload password. In the sample above, **falcons100** is the upload password that the teacher would share with the students. Do not give the students your Dropbox or DROPItTome passwords.

The students would enter the web link and then type in the upload password.



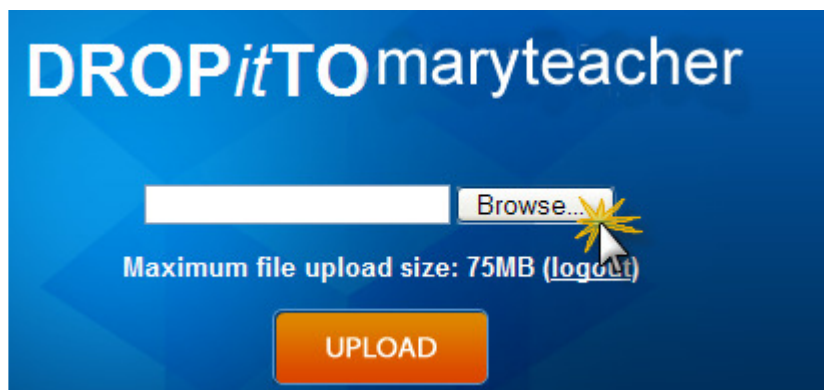
**DROPItTome** maryteacher

Password:

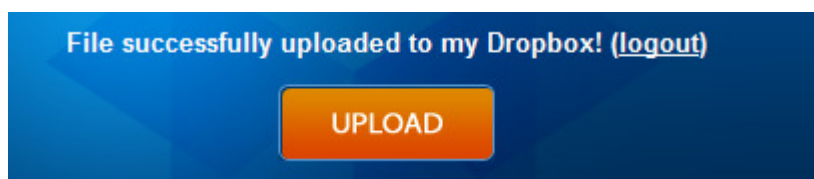
Please enter the upload password.

**LOGIN**

Then the students would click the **Browse** button and search their computer for the file they wish to upload. Upon locating the file, they will click the **Upload** button.



Successful upload will be indicated by this message.



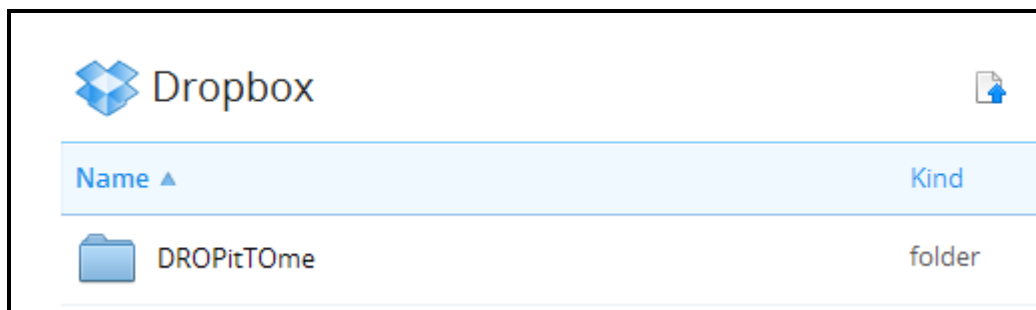
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## Accessing Your DROPitTome Files

You can access your DROPitTome Dropbox files in three ways.

### From Any Computer

You can log in to your Dropbox account from any computer with Internet access. When you log in, you will see the DROPitTome folder.



### **From the Dropbox Folder**

On the computer on which you installed the Dropbox software, open your Dropbox folder on your desktop or in My Documents.



Inside that folder, you will see a DROPiTOMe folder.



### **From Your iPad**

In the alphabetical list of files, under D, you will see your DROPiTOMe folder.

