

Using Dropbox to access Keeping the Marbles Rolling (KTMR)

What is Dropbox?

Dropbox is a “cloud” based system for sharing files & keeping them up to date across all of your own devices and the computers of people that are invited to share the file. Users are allowed 2GB of free storage.

Files can be added & deleted and people can be invited to share files or removed from access list.

The Administrator can also choose if those invited can just look or if they can change the files.

Each user must install Dropbox on their computer by registering on the website www.dropbox.com where you will be asked for your email address and for a password. You will need to remember the password to access your files. Once you have registered, a Dropbox Folder will be created on your computer. This folder is similar to other folders on your computer. The Dropbox site has easy to follow instructions about how the system works.

Access to Keep the Marbles Rolling with Dropbox

The Leaders Training Manual, various programs and the answers will be stored in a Dropbox folder which will be administered by Peter Beale. Once a U3A group has completed the agreement process Peter will use Dropbox to invite the representative of that group to access the Dropbox File. Changes and updates to the programs will automatically be updated across the folders of those groups with access. As new content is added to the folders this too will be available to participating groups.

Printing Costs

Each U3A group is responsible for their own costs of printing the content of the manuals and program files.