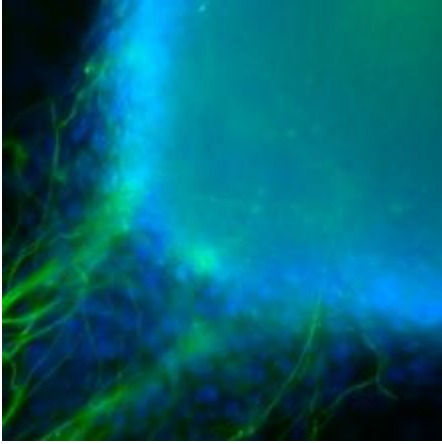


Image not found
https://it.ucsf.edu/sites/it.ucsf.edu/themes/custom/it_new/logo.png

Published on *it.ucsf.edu* (<https://it.ucsf.edu>)

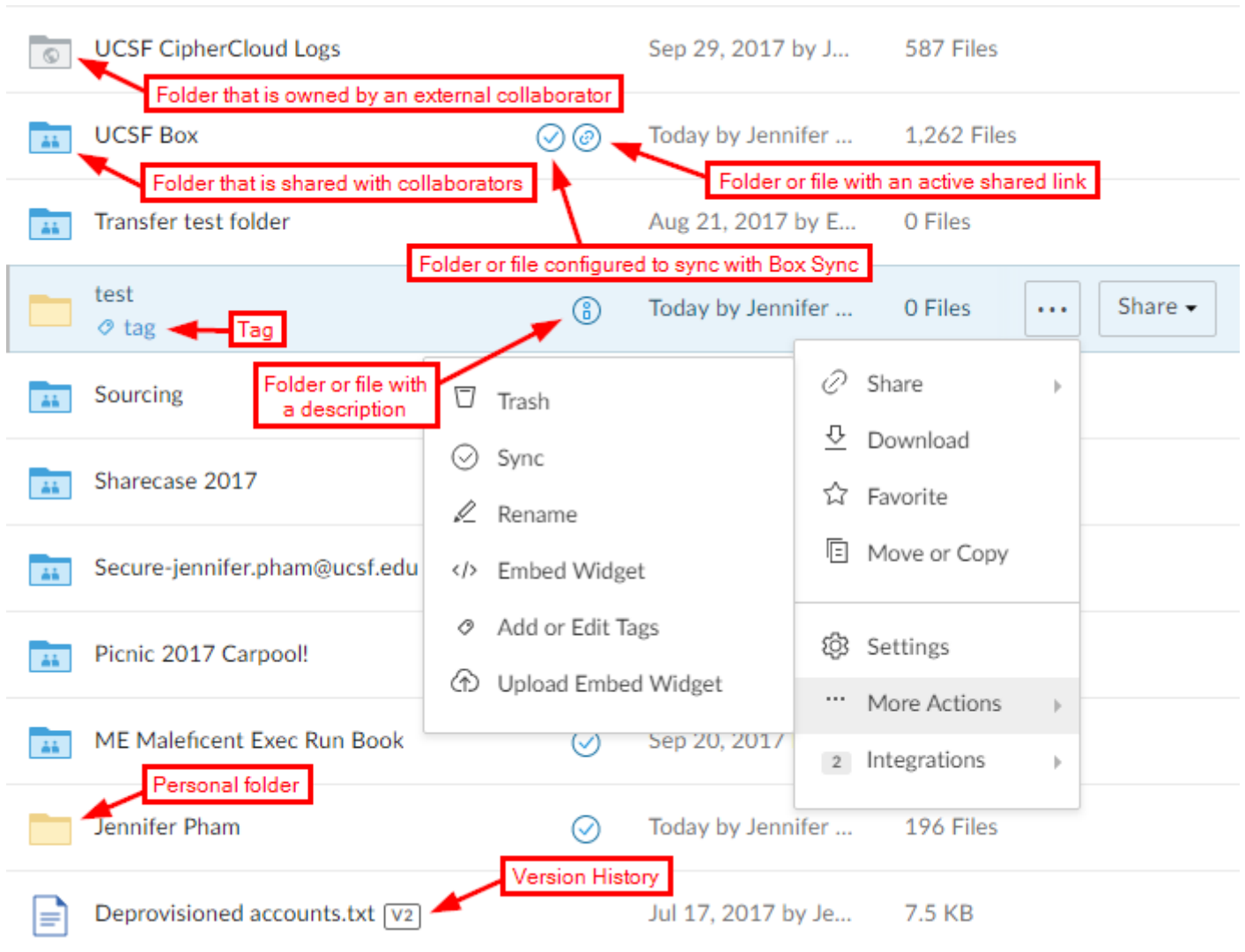
Home > Navigating UCSF Box

Navigating UCSF Box











Dejon Lewis on February 14, 2020

Please look below for an in-depth overview of the various UCSF Box icons.



UCSF Box Key

-  Unshared folder
-  Folder that is shared with collaborators
-  Folder that is owned by an external collaborator [1]
-  Folder or file that is configured to sync with Box Sync [2]
-  Folder or file that has an active shared link [3]
-  Folder or file that has a description - hovering over this icon will display the description
-  Tag icon
-  Version History [4] icon

Required Service Information

UCSF Box [5]

Images

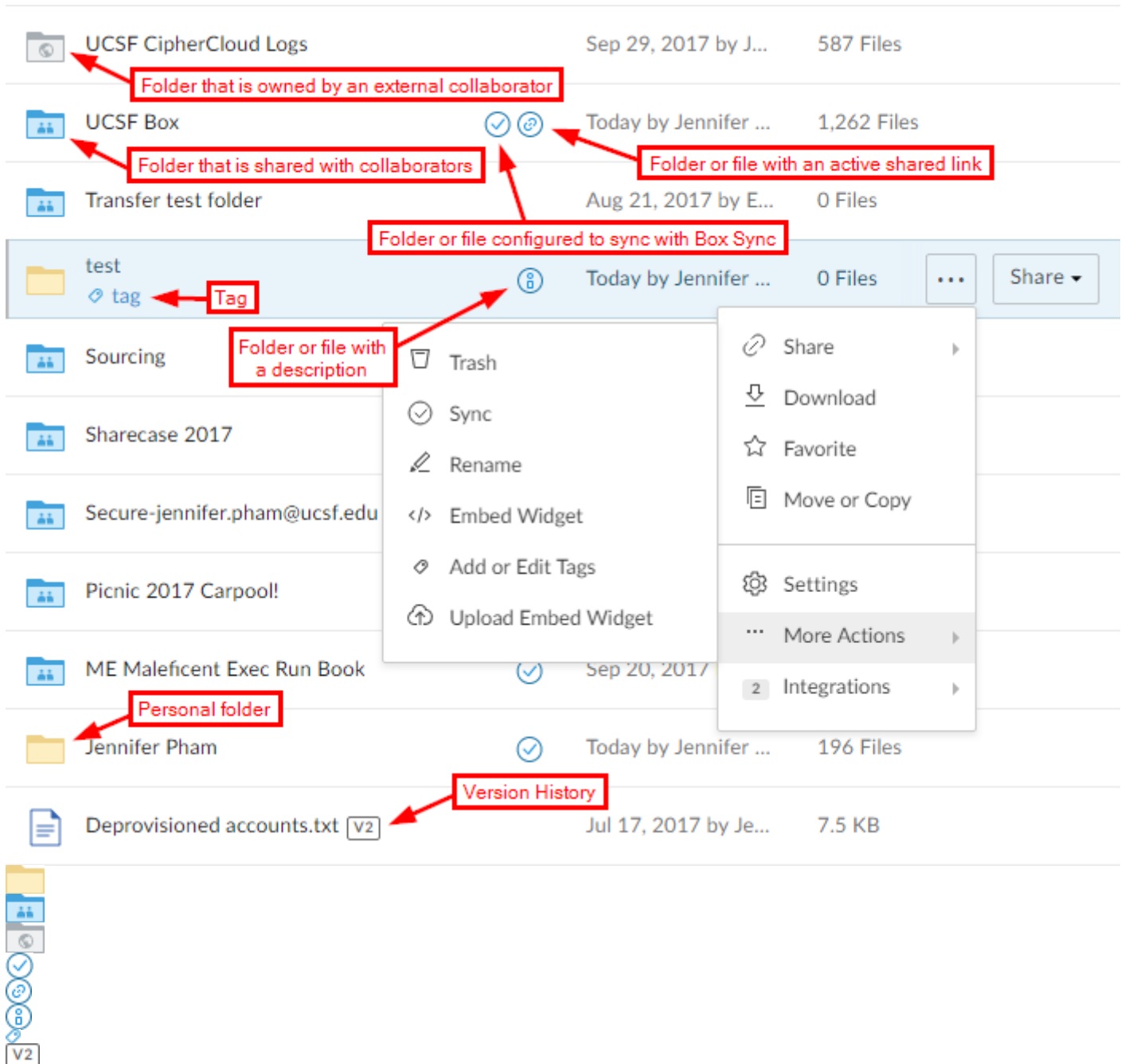
The image shows a screenshot of a file management interface with several folders listed. Red callout boxes with arrows point to specific features:

- UCSF CipherCloud Logs**: Folder that is owned by an external collaborator (indicated by a lock icon).
- UCSF Box**: Folder that is shared with collaborators (indicated by a checkmark and a person icon).
- UCSF Box**: Folder or file with an active shared link (indicated by a link icon).
- UCSF Box**: Folder or file configured to sync with Box Sync (indicated by a sync icon).
- test**: Tag (indicated by a tag icon).
- Sourcing**: Folder or file with a description (indicated by a description icon).
- Jennifer Pham**: Personal folder (indicated by a personal folder icon).

A context menu is open over the 'Sourcing' folder, showing the following options:

- Share
- Download
- Favorite
- Move or Copy
- Settings
- More Actions
- Integrations

Other folders visible in the list include: Transfer test folder, test, Sourcing, Sharecase 2017, Secure-jennifer.pham@ucsf.edu, Picnic 2017 Carpool!, ME Maleficent Exec Run Book, and Jennifer Pham.



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Source URL: <https://it.ucsf.edu/services/ucsf-box/additional/navigating-ucsf-box>

Links

- [1] <https://it.ucsf.edu/services/ucsf-box/additional/external-collaborators>
- [2] <https://it.ucsf.edu/services/ucsf-box/additional/box-sync>
- [3] <https://it.ucsf.edu/services/ucsf-box/additional/shared-links>
- [4] <https://it.ucsf.edu/services/ucsf-box/additional/version-history>
- [5] <https://it.ucsf.edu/services/ucsf-box>