

Image not found

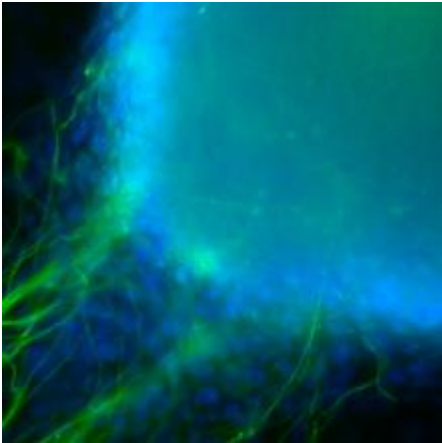
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Home > Dropbox to Box Migration Guide for OSX

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## Dropbox to Box Migration Guide for OSX



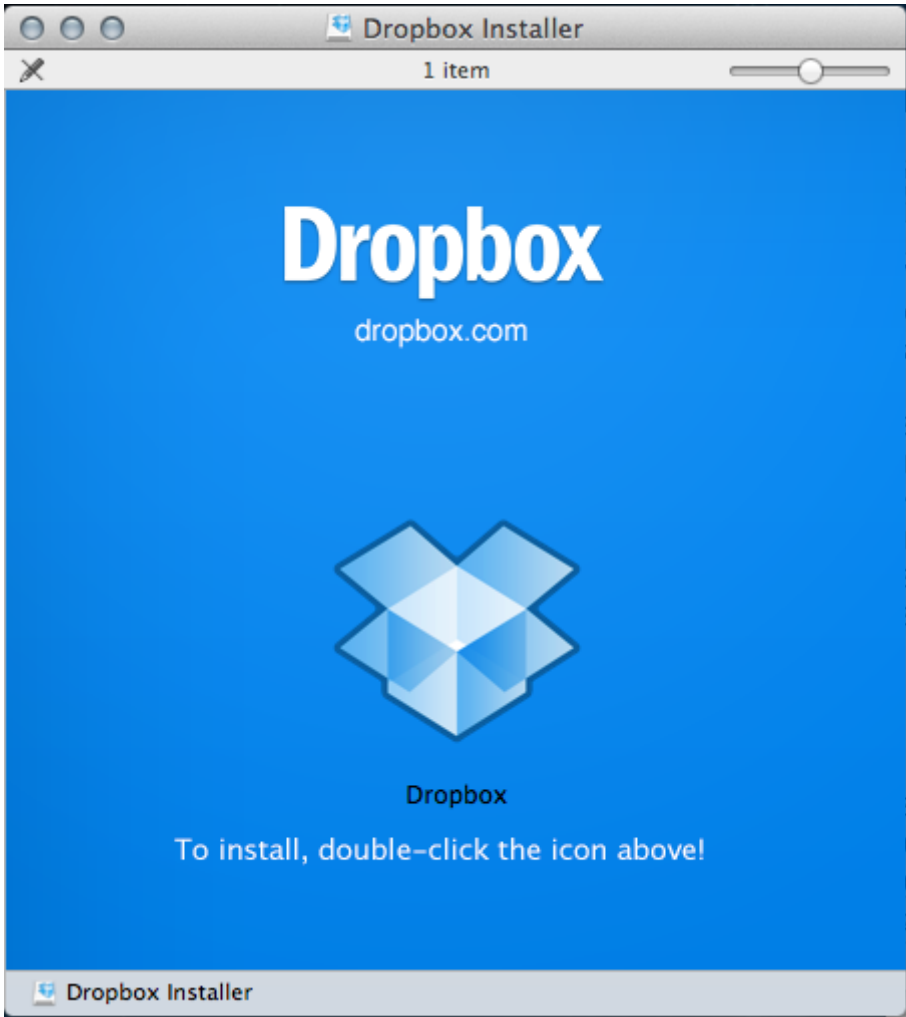
Lalit Lakshmanan on February 14, 2020

UCSF does **NOT** support Dropbox. This guide helps UCSF users migrate content from Dropbox to UCSF Box. If you need assistance, please contact the IT Service Desk. <sup>[1]</sup>

### **Install Dropbox on your workstation(*skip if already installed*)**

Download installer: <https://www.dropbox.com/install> <sup>[2]</sup>

Install the software





Log in with your Dropbox credentials and complete setup

Dropbox Setup

Log in to Dropbox

Email:

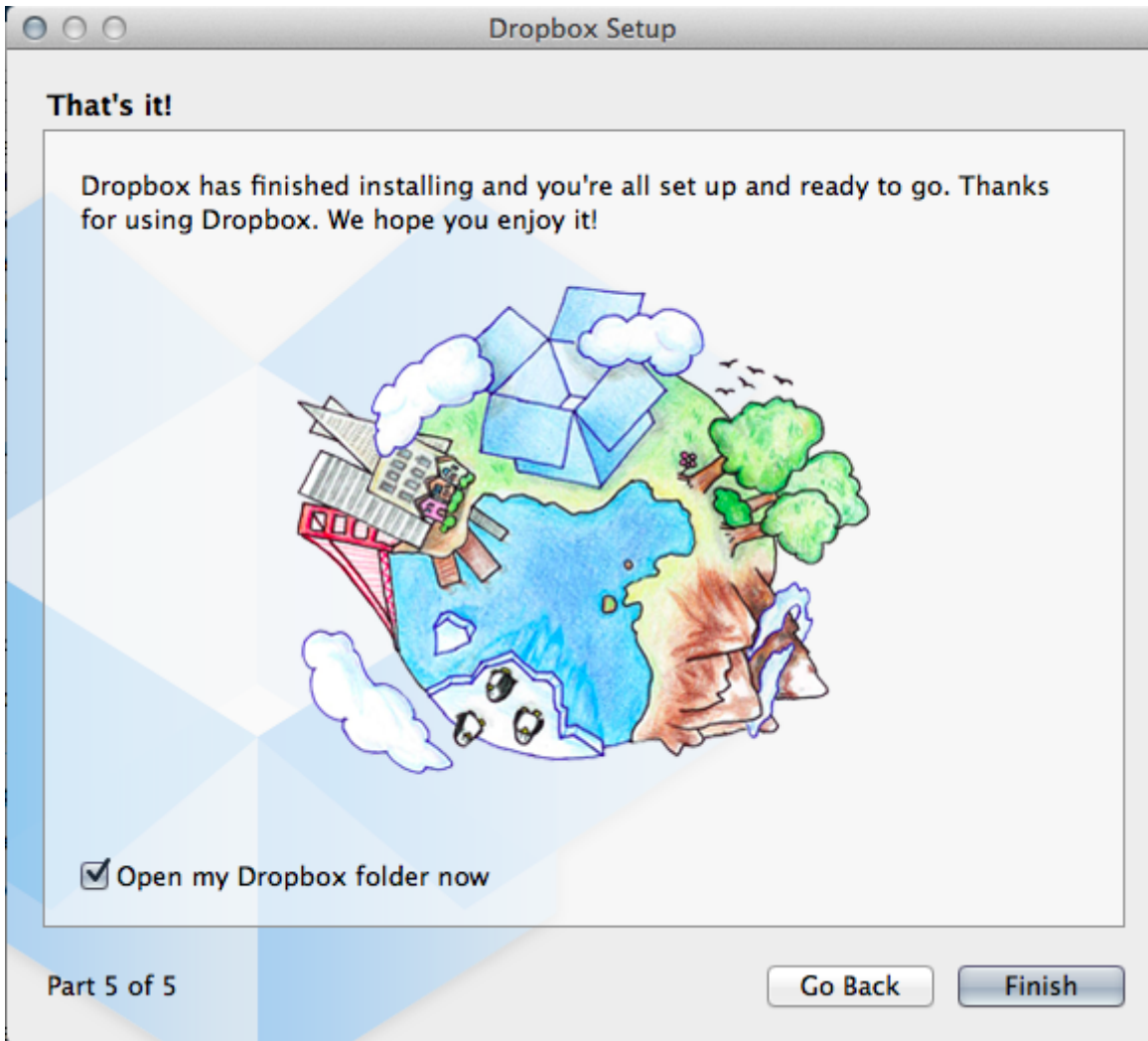
Password:

[Forgot password?](#)

Computer name:   
(e.g. Drew's Laptop)

Go Back

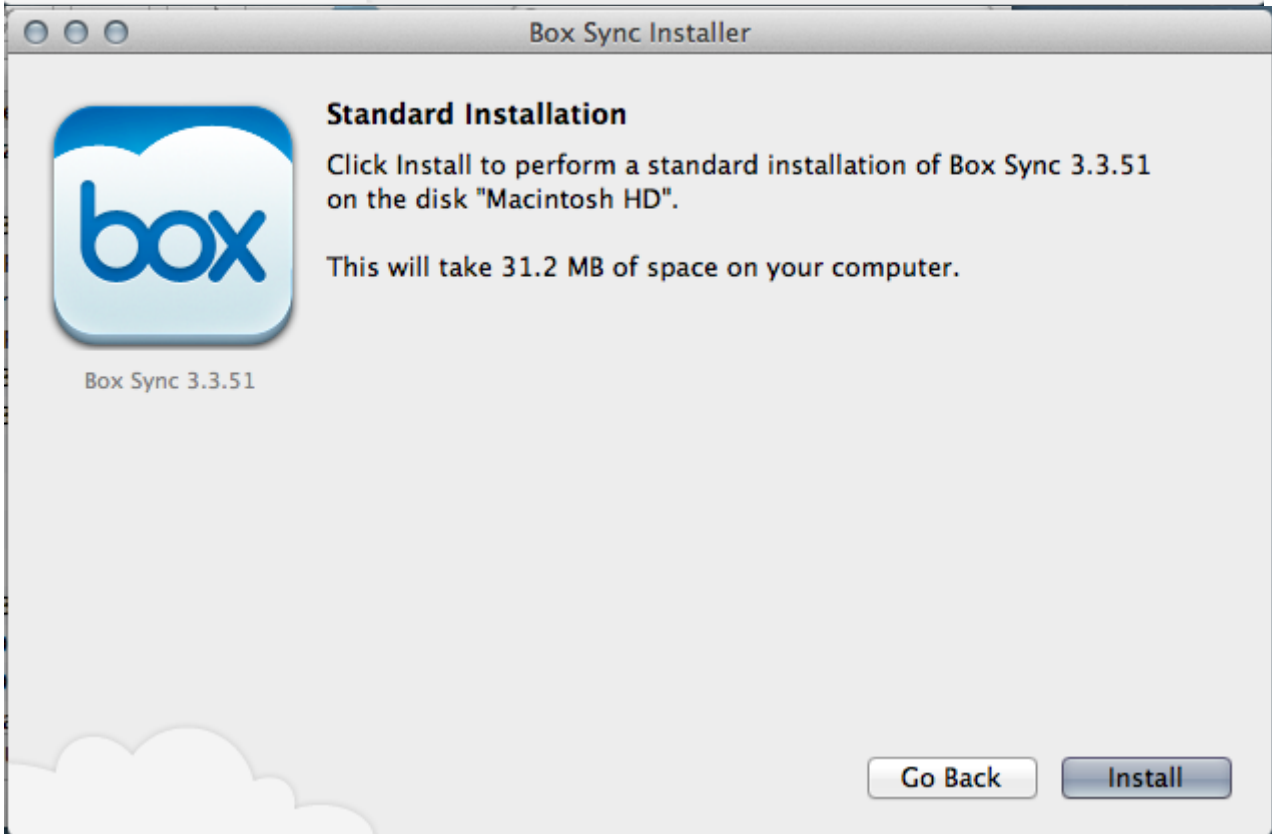
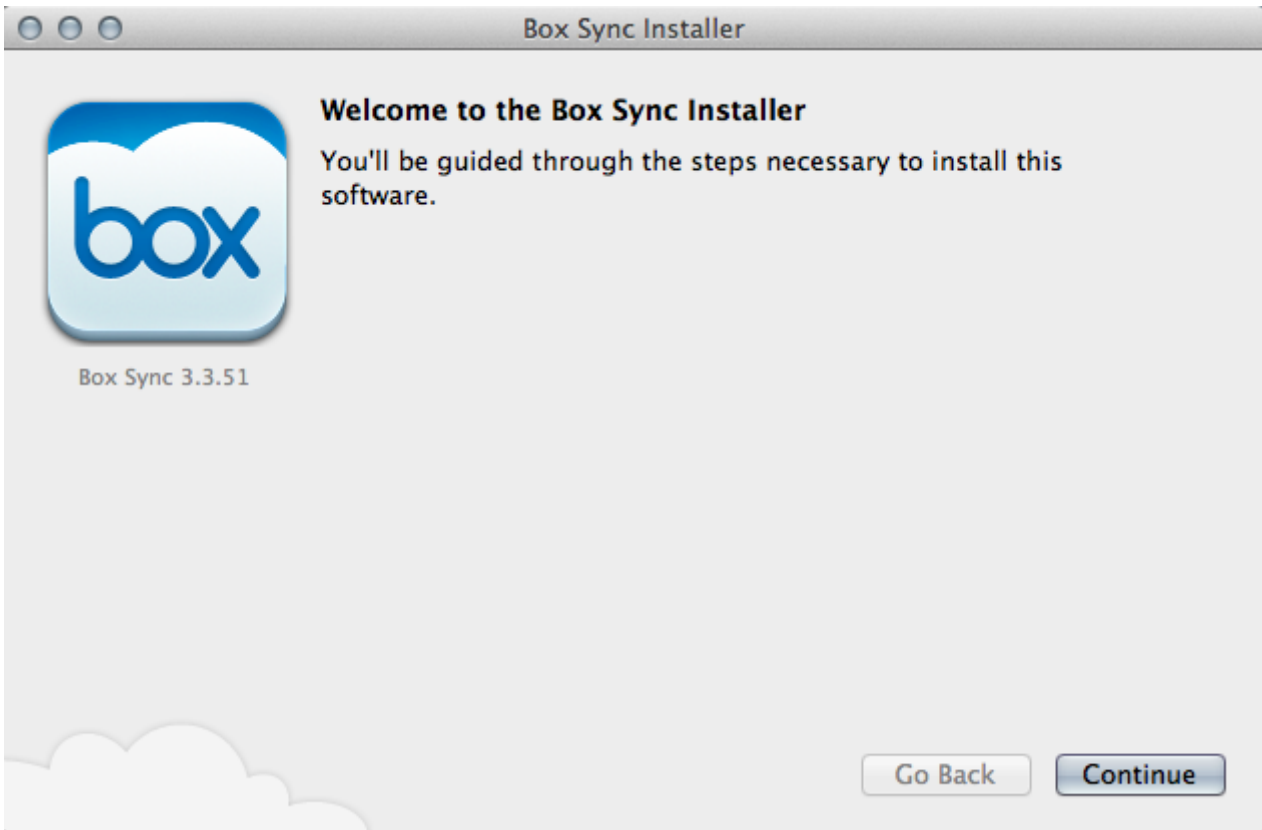
Continue



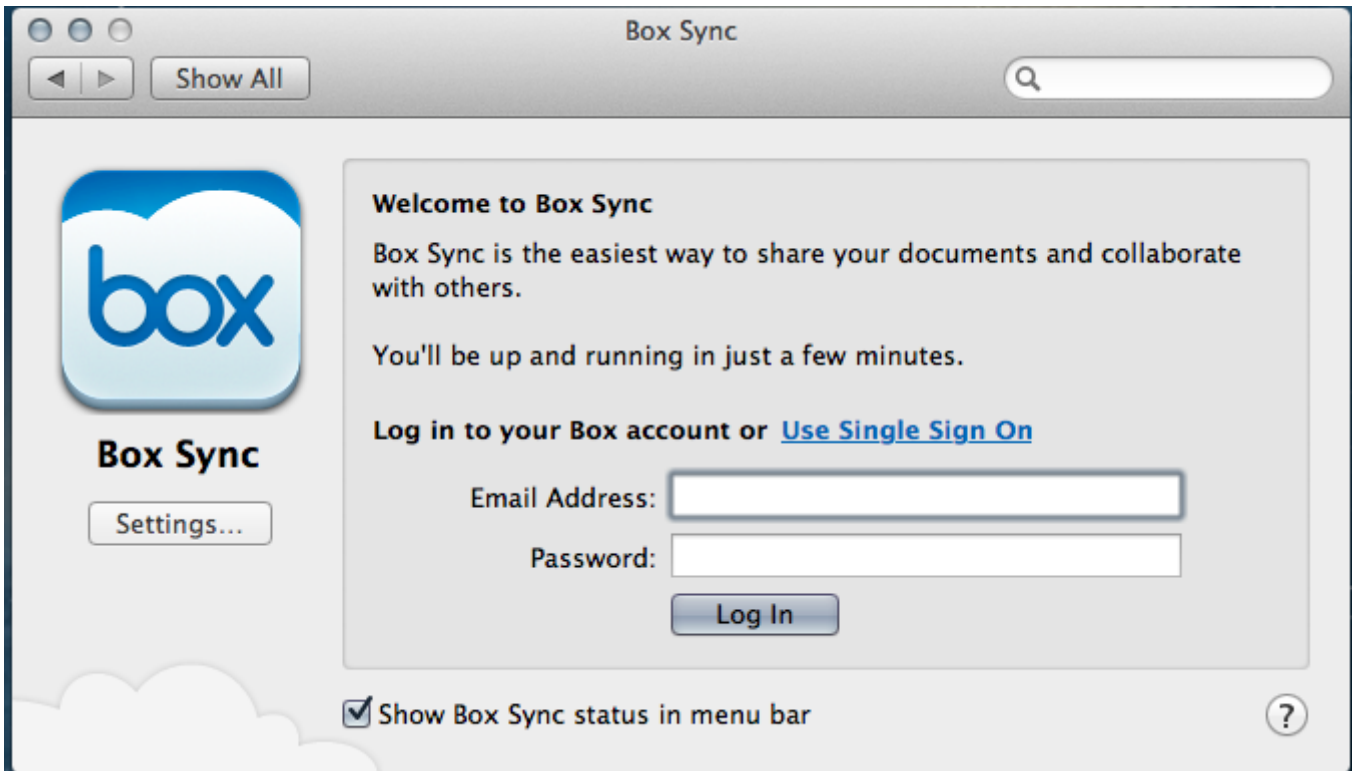
**Install Box Sync on your workstation(*skip if already installed*)**

Download installer: <http://www.box.com> [3]

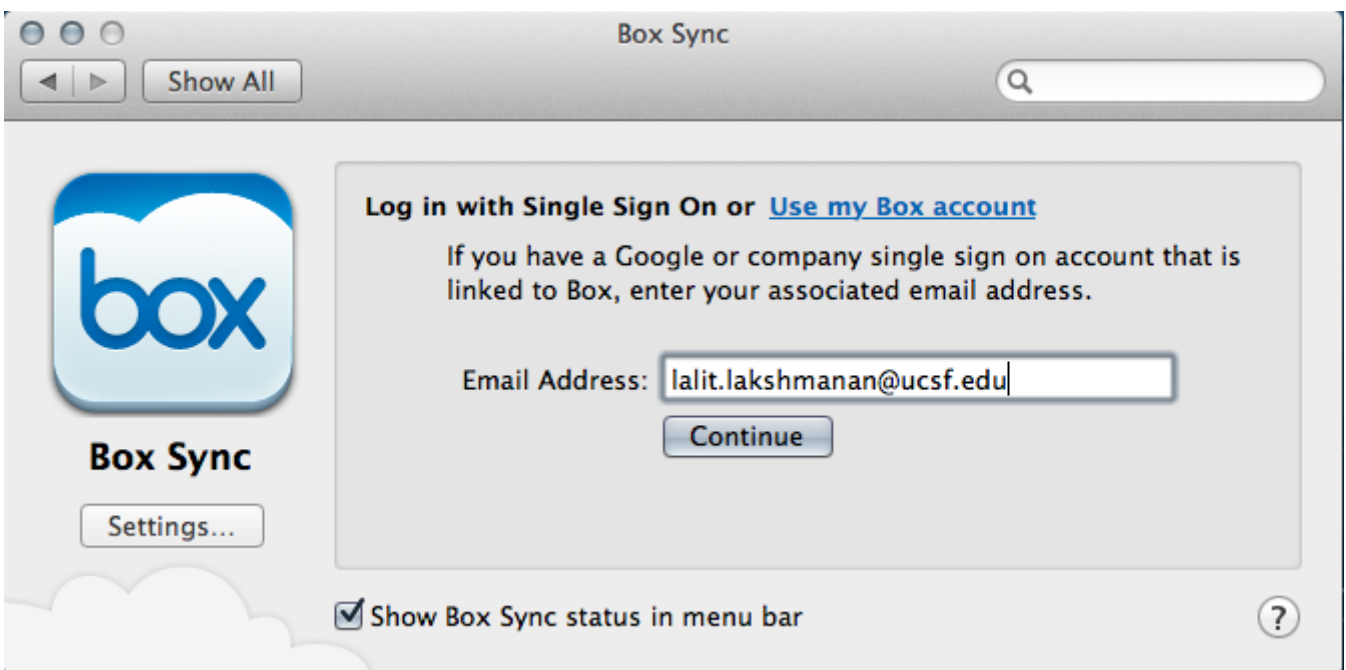
Install the software



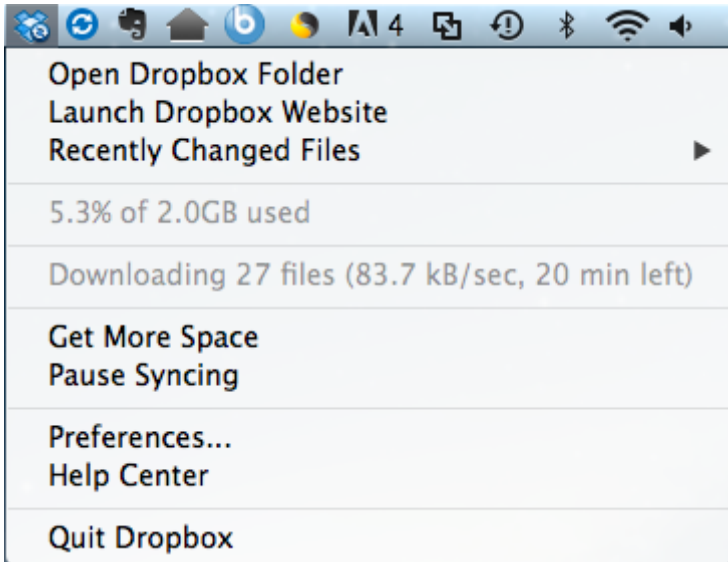
Log in using ?Use Single Sign On?



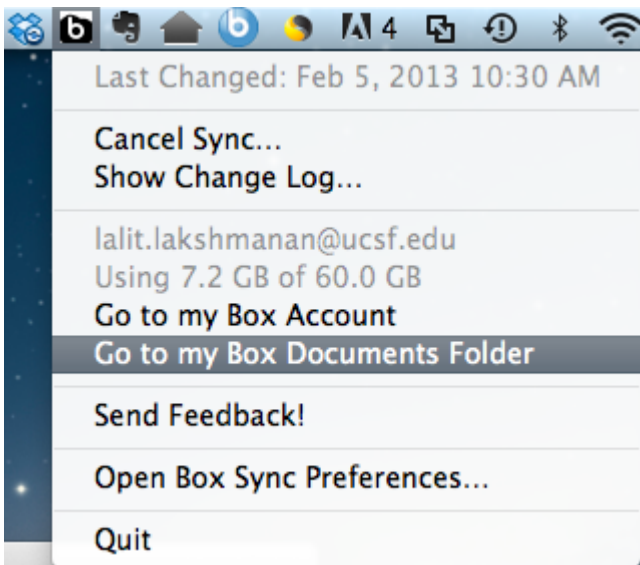
Enter your email and press Continue to log into MyAccess



Open Dropbox Folder



Open Box Documents Folder



### **Migrate files from Dropbox to Box**

Open both the Dropbox and My Box Files folders side by side

Create a folder named Dropbox in your My Box Files folder

Copy/Paste or Move desired folders from your Dropbox folder to the newly created folder in Box



Dropbox

FAVORITES

- Dropbox
- All My Files
- AirDrop
- Applications
- Desktop
- Documents
- Downloads
- Movies
- Music
- Pictures
- Box Documents

SHARED

- dell980
- readysare

Name	Date Modified	Size
▶ BootUSB	Today 10:33 PM	--
▶ novicorp wintoflash 0.7.0054 beta	Today 10:35 PM	--
▶ Photos	Today 10:33 PM	--
▶ Test	Today 10:35 PM	--
▶ USBRoot	Today 10:33 PM	--

Macintosh HD > Users > llakshmanan > Dropbox

5 items, 74.19 GB available

Box Documents

FAVORITES

- Dropbox
- All My Files
- AirDrop
- Applicati...
- Desktop
- Documents
- Downloads
- Movies
- Music
- Pictures
- Box Doc...

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Name	Date Modified	Size	Kind
▶ Box Sync ReadMe.pdf	Today 10:22 PM	492 KB	Ac...
▶ BoxTraining	Today 10:23 PM	--	Fo...
▶ CHP	Today 10:23 PM	--	Fo...
▶ ControllerOffice	Today 10:23 PM	--	Fo...
▶ Default Sync Folder	Today 10:33 PM	--	Fo...
▶ DropBox	Today 10:37 PM	--	Fo...
▶ Imaging	Today 10:23 PM	--	Fo...
▶ ITFS Training	Today 10:23 PM	--	Fo...
▶ Melissa	Today 10:23 PM	--	Fo...
▶ Outlook	Today 10:23 PM	--	Fo...
▶ Patching	Today 10:23 PM	--	Fo...
▶ Paternity	Today 10:23 PM	--	Fo...
▶ Scans	Today 10:23 PM	--	Fo...
▶ Test	Today 10:23 PM	--	Fo...
▶ Wireless	Today 10:23 PM	--	Fo...

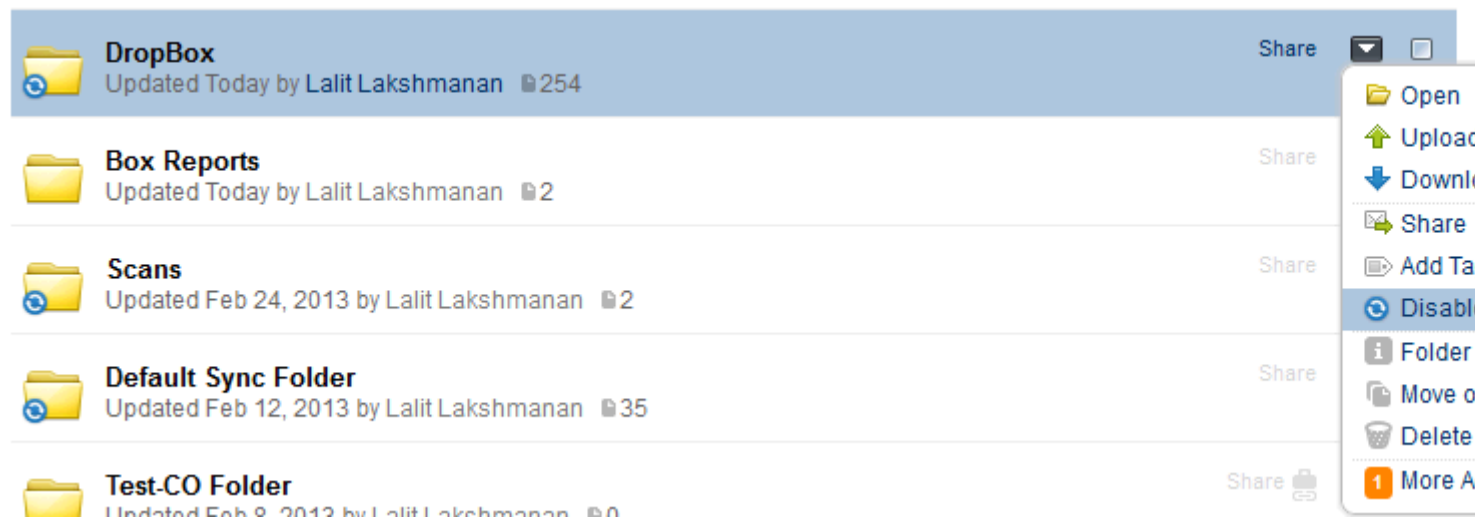
Macintosh HD > Users > llakshmanan > Box Documents > DropBox

1 of 15 selected, 74.17 GB available

## Cleanup

Move, organize and re-share migrated files and folder to best suit your needs.

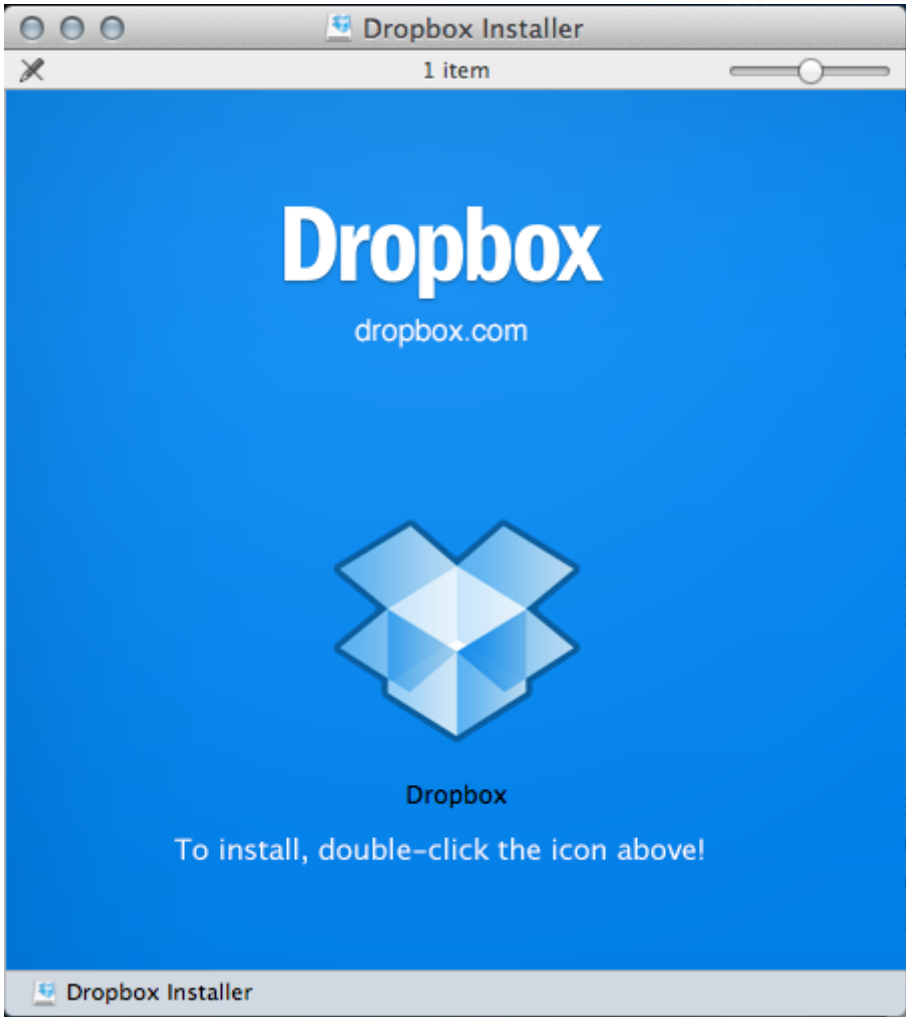
Log into Box account on a web browser and turn off Sync on folders that do not need to be synced to your desktop. Syncing a large number of files and folders can degrade your computer's performance by increasing hard disk usage and bandwidth.



## Required Service Information

UCSF Box [4]

## Images



Welcome to Dropbox



# Dropbox

- I don't have a Dropbox account
- I already have a Dropbox account

Continue

### Log in to Dropbox

Email:

Password:

[Forgot password?](#)

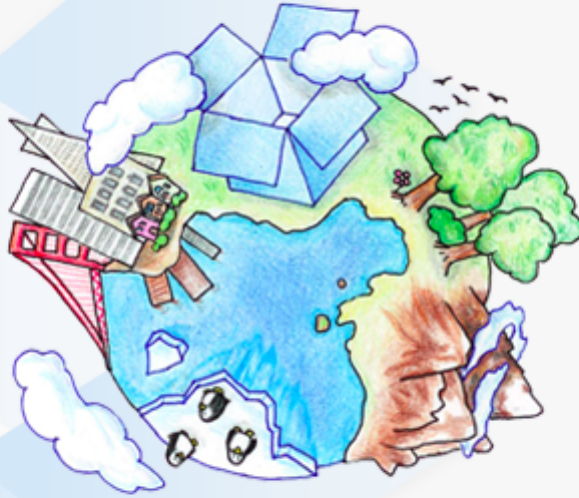
Computer name:   
(e.g. Drew's Laptop)

Go Back

Continue

### That's it!

Dropbox has finished installing and you're all set up and ready to go. Thanks for using Dropbox. We hope you enjoy it!



Open my Dropbox folder now

Part 5 of 5

Go Back

Finish



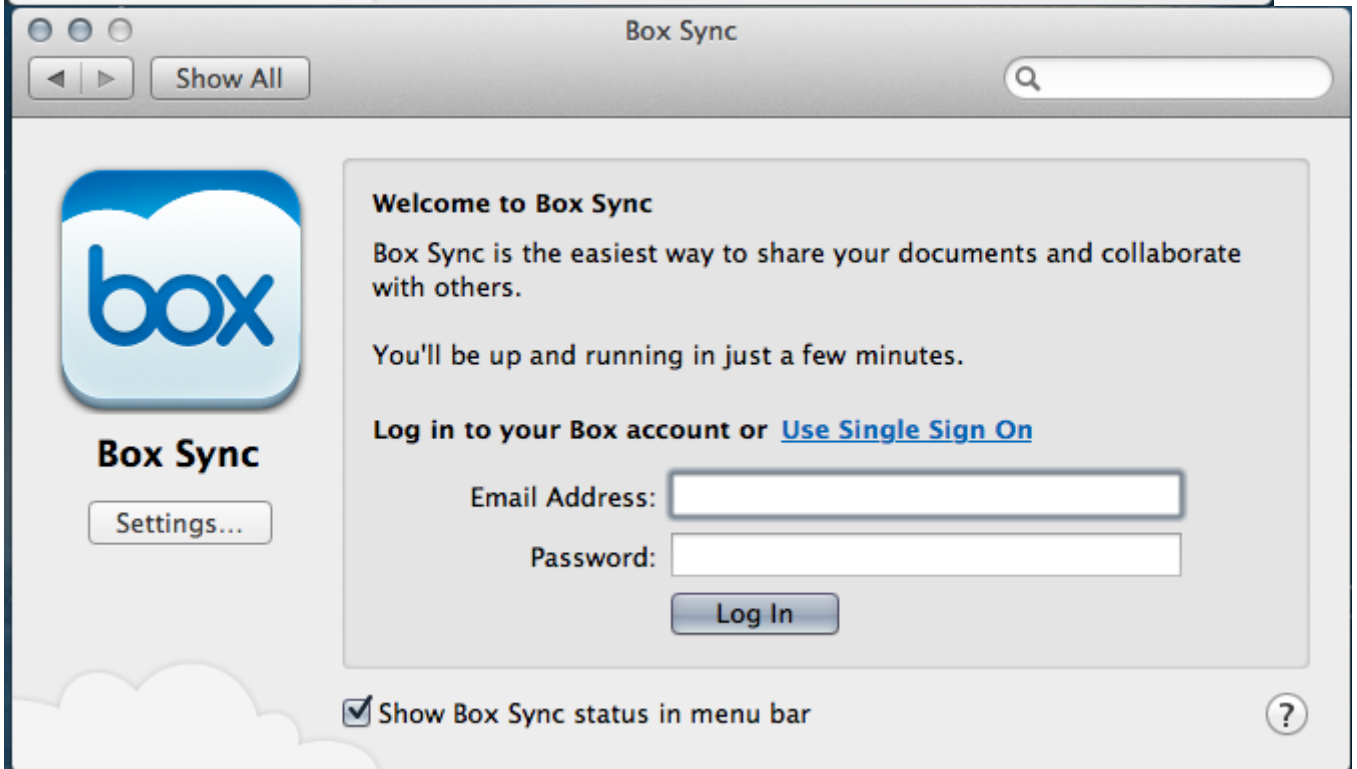
Box Sync 3.3.51

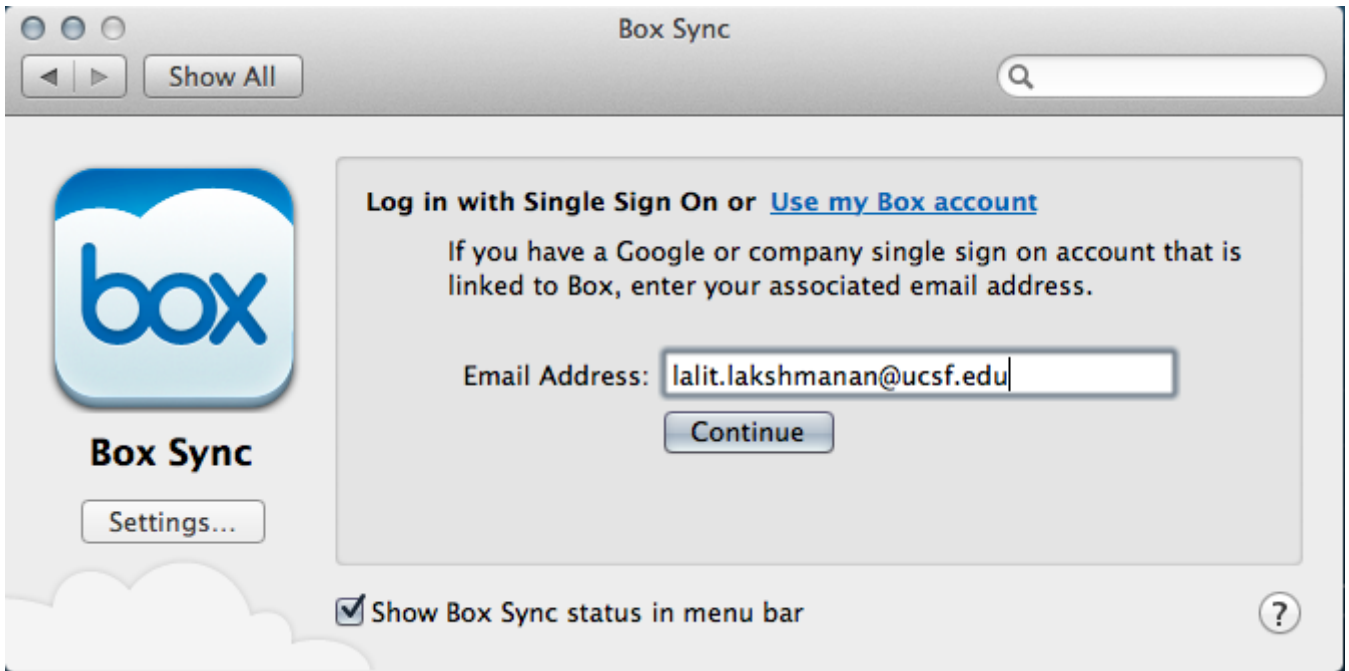
### Welcome to the Box Sync Installer

You'll be guided through the steps necessary to install this software.

Go Back

Continue





### Single Sign-On Login

**Username**

sf579648

[More information...](#)

Options

**Password**

.....

Remember me

Login

**MyAccess Account Help**

[Get MyAccess](#)

[Forgot ID?](#)

[Forgot Password?](#)

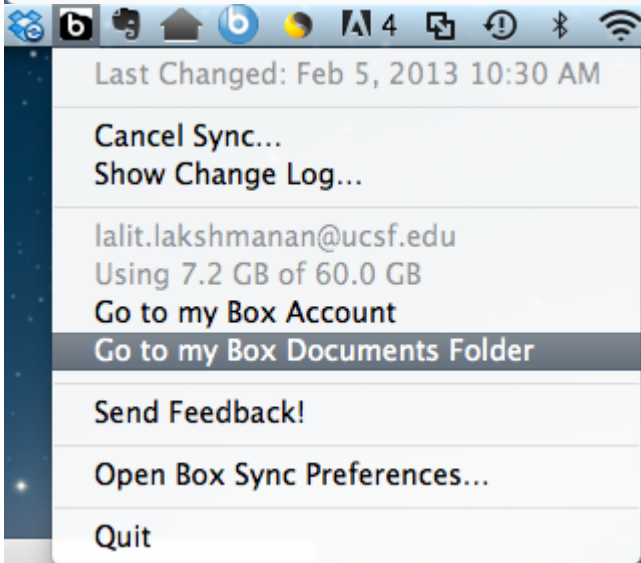
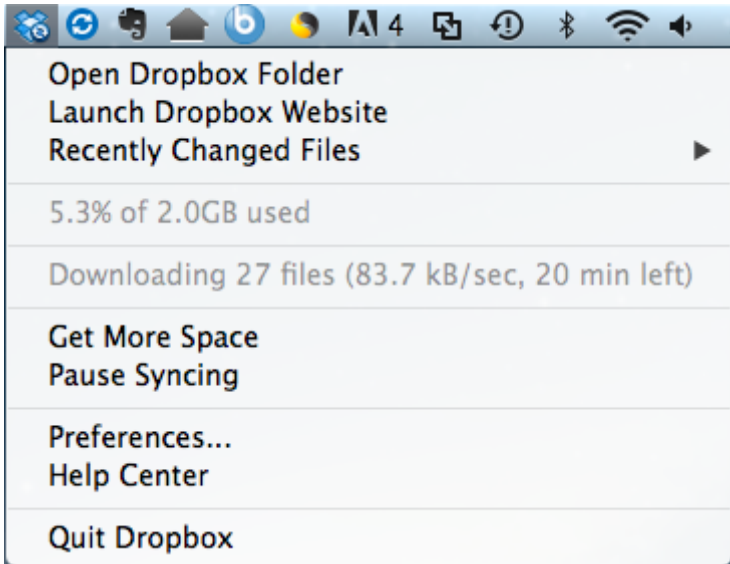
[Manage Account](#)

**Workstation Account Help**

[Customer Support](#) —

IT Service Desk : 415-514-4100





Dropbox

FAVORITES

- Dropbox
- All My Files
- AirDrop
- Applications
- Desktop
- Documents
- Downloads
- Movies
- Music
- Pictures
- Box Documents

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▶ Test	Today 10:35 PM	--
▶ USBRoot	Today 10:33 PM	--

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▶ Wireless	Today 10:23 PM	--	Fo...

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DropBox Updated Today by Lalit Lakshmanan 254

Box Reports Updated Today by Lalit Lakshmanan 2

Scans Updated Feb 24, 2013 by Lalit Lakshmanan 2

Default Sync Folder Updated Feb 12, 2013 by Lalit Lakshmanan 35

Test-CO Folder Updated Feb 8, 2013 by Lalit Lakshmanan 0

Open  
Upload  
Download  
Share  
Add Tags  
Disable  
Folder  
Move  
Delete  
More Actions

**GET IT HELP.** Contact the Service Desk online, or phone 415.514.4100

[Site Login](#) [Site Index](#)

[Suggest an IT Improvement](#) | © UC Regents

`*//-->`

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**Source URL:** <https://it.ucsf.edu/services/ucsf-box/dropbox-box-migration-guide-osx>

#### Links

[1] <https://ucsf.service-now.com/ess/home.do>

[2] <https://www.dropbox.com/install>

[3] <http://www.box.com>

[4] <https://it.ucsf.edu/services/ucsf-box>