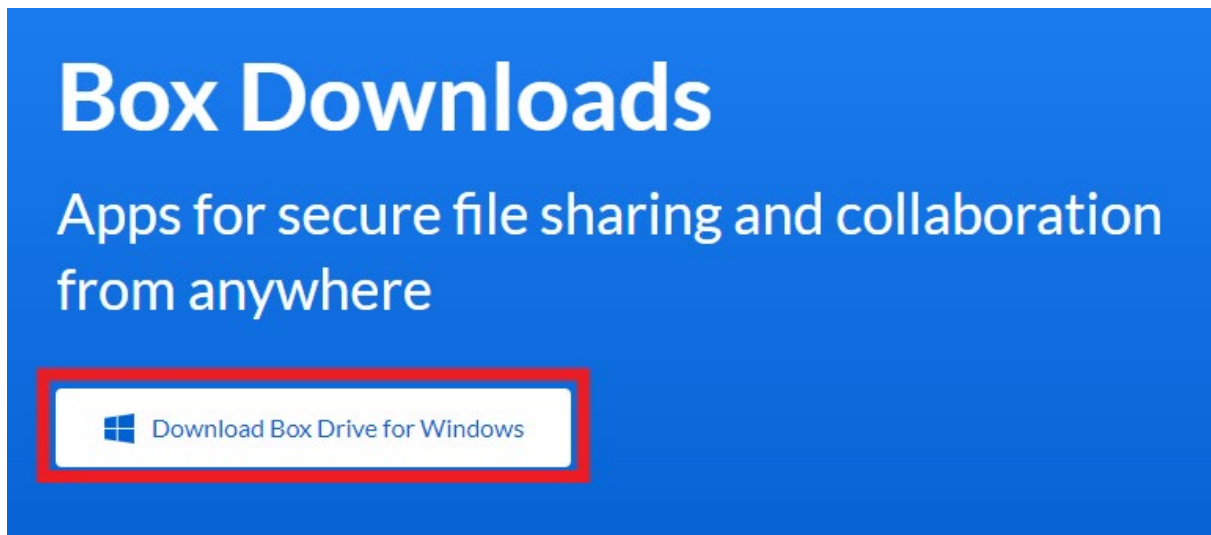


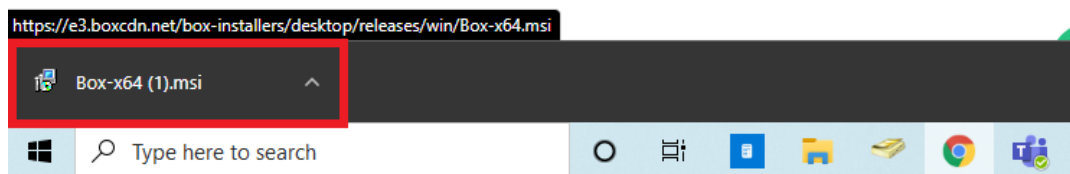
Box Drive on Windows

Installing Box Drive on Windows PC

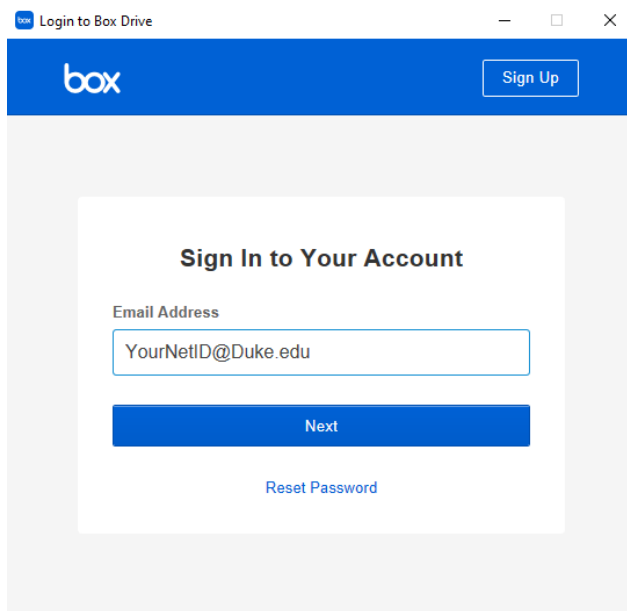
1. Visit the Box website to install Box Drive (www.box.com/resources/downloads).
2. Click the button that says Download Box Drive for Windows.



3. An MSI file will begin downloading to your system's downloads folder. Once complete, double click the file (Box-x64) to begin the installation of Box Drive.

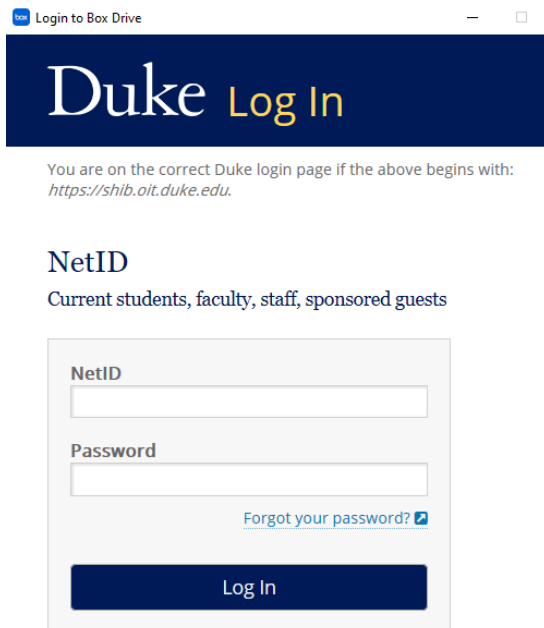


4. Once Box has been installed, a window will appear prompting you to sign in. Enter YourNetID@duke.edu.



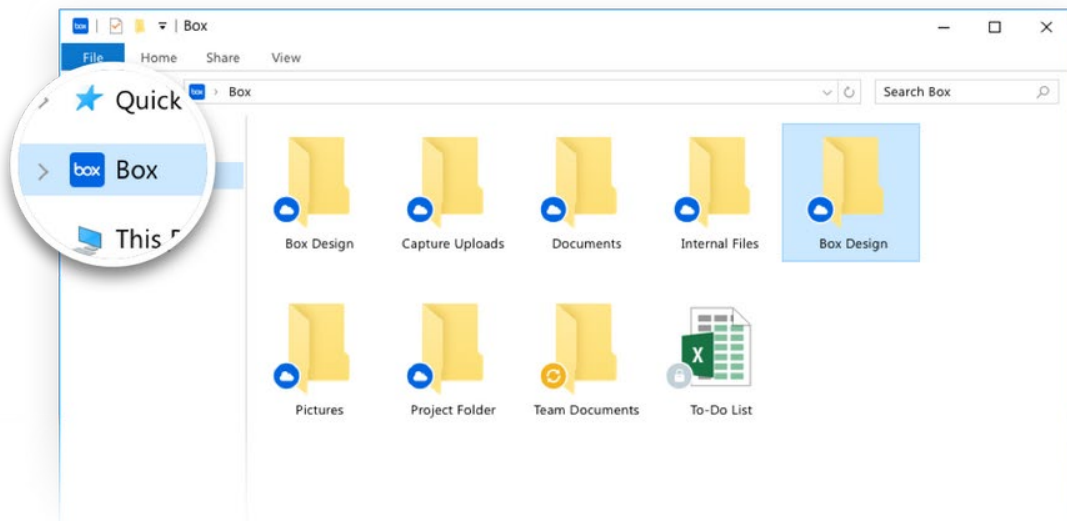
The screenshot shows a web browser window titled "Login to Box Drive". The page has a blue header with the "box" logo on the left and a "Sign Up" button on the right. The main content area is white and contains the heading "Sign In to Your Account". Below this heading is a label "Email Address" followed by a text input field containing "YourNetID@Duke.edu". Below the input field is a blue button labeled "Next". At the bottom of the white area is a link labeled "Reset Password".

5. You will then be redirected to a Duke authentication page where you will need to enter your NetID and password.






The screenshot shows a web browser window titled "Login to Box Drive". The page has a dark blue header with the text "Duke Log In" in white. Below the header is a message: "You are on the correct Duke login page if the above begins with: <https://shib.oit.duke.edu>." Below this message is the heading "NetID" followed by a text input field. Below the input field is the heading "Password" followed by a text input field. Below the password field is a link labeled "Forgot your password?" with an external link icon. At the bottom of the form is a dark blue button labeled "Log In".

6. After signing in, a Box Drive folder will populate within the File Explorer application.



Box Drive: Sync Icon Cheat-sheet

Box Drive icons tell you at a glance the status of your files and folders. Listed below are all of the sync icons that you may encounter during use.

	Item is up-to-date in Box.
	Item is a problem item. More information on problem items and how to resolve them .
	Item is in the process of being saved to Box.



Item has been locked.



Item is marked for offline access.