

# Store it - Share it

## File Collaboration and Storage at Duke

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Duke Medicine ISO

box



OneDrive  
for Business

# Major competitors

- Dropbox
- Google Docs
- Email attachments

# General considerations

- Sharing of sensitive data
  - Encryption
  - Expiration
  - Preview-only
  - Auditability
- BAAs offer legal protection

# General considerations

- Centrally supported
- Not for
  - PC backup
  - Long-term storage of Duke vital records
  - High-performance workspace
    - Swap files, real-time updates

box



Best choice for  
collaboration and  
sharing with non-Duke  
persons

# Eligibility & Provisioning



- Any Duke NetID
- All faculty, staff, students
- Affiliates with sponsor approval



# Tech specs



- Quota: 50 GB \*
- Max file size: 15 GB
- Standard file structure
  - Root level
    - Home Folder NetID
      - Sharing
      - Personal
      - Sync
    - SENSITIVE Folder NetID

# Clients & Interfaces



- Web app
- Box Edit
- Box for Office (Windows only)
- Box Sync
- Box mobile app
- App integration

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- *BONUS: WebDAV*

# Use cases



- Share with Duke
- Share with external collaborators
- Control access: Preview Only
- “Drop-box” functionality
- Email to Folder
- Box Notes

box

- <http://box.duke.edu>





- Part of Office 365
- Best choice for integration with other Microsoft products
- Best choice for asynchronous editing



OneDrive  
for Business



# Eligibility & Provisioning

- Any Duke NetID
- Included with Office 365 / Exchange Online account



# Tech specs

- Quota: 1 TB
- Max file size: 10 GB
- Flexible folder structure



# Clients & Interfaces

- Web apps
- Office integration  
(native in Windows)
- OneDrive for  
Business sync
- OneDrive or OneDrive  
for Business Mobile  
app



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- Web apps
- Office integration (native in Windows)
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- OneDrive or OneDrive for Business Mobile app
- *BONUS: It's SharePoint*



# Use cases

- Share with Duke
- Personal file storage
- Collaborative asynchronous editing



OneDrive  
for Business

Launch from Outlook on the Web

- <http://mail.duke.edu>



OneDrive  
for Business

# Additional Reading



- [Duke Box page](#)
- [Duke OneDrive for Business Page](#)

[Storage Comparison Matrix](#)

# Additional Reading



<http://oit.duke.edu/comp-print/storage/box>

<https://oit.duke.edu/email-accounts/office365/onedrive.php>



