Frequently Asked Questions: For Faculty

Founded in 2005, Box empowers over 10 million people to work together and share important content anywhere, from any device: desktop, laptop, phone or tablet.

General

What is Box?

Founded in 2005, Box empowers over 10 million people to collaborate and share important content anywhere, from any device: desktop, laptop, phone or tablet. More than 120,000 companies – including 92% of Fortune 500s – rely on Box.

What other schools use Box?

Many top colleges and universities – including University of Michigan, University of California - Berkeley, Cornell, Notre Dame, Carnegie Mellon – rely on Box for simple, secure content sharing and collaboration.

How much will Box cost?

At the present time, there is no direct charge for individuals or units.

Features & Benefits

Why was Box selected?

With Box, you say good-bye to email complications and hello to simple, fast, online collaboration and content sharing. Shared logins, downtime, bandwidth limitations – they're all a thing of the past as you collaborate and share important content anywhere, anytime, on any device: desktop, laptop, phone or tablet.

What are the advantages of online file sharing and storage systems like Box – in an academic setting?

Box lets you collaborate and share content from any desktop, laptop, phone or tablet. So now, you can:

- See the latest versions of recently updated files while you're on the go
- Send project files just by emailing a link. Faculty and students quickly and easily share assignments – in a few clicks.
- Answer assignment questions directly on Box, eliminating email clutter and repeated responses to the same query
- Put class notes and assignments directly on Box, then access from a school computer or your tablet. No more lugging your laptop. Eliminates email clutter and saves space on your hard drive, too.

box

Apps connect your Box data with other applications and services.

What kind of files can I put on Box?

With Box, you can collaborate and share any kind of content; even large videos or presentations. It's quick and easy to:

- Send a link instantly, just by pasting it into an email or IM. Even send directly from Box.

- Share a whole folder of files by creating a new folder, uploading files and inviting others to join

- Receive real-time updates, so you know when someone's viewed, edited or commented on your file

So … Box is like a hard drive in the cloud?

Exactly. With Box, you store files online in the cloud – then access them anywhere, anytime, from any device:

- Store all your files online, then organize them into folders – just like on your desktop. Share instantly by sending a link.

- View and access content on demand. Whether you're in New England or New Zealand, you're never out of touch with critical content.

- Convenience and peace of mind: Throwing thumb drives in your bag, transferring files to CDs, stressing about a stolen laptop, flood or fire – those days are over. With Box, you store important content online.

And Box Sync ensures files from your local hard disk will be backed up automatically – and always be available from other computers and devices.

Accounts

What if I need help?

Just refer to our Knowledge Base at support.box.com. Need to contact Box Support directly? Call us: 1-877-729-4269. Want more information? Check out the Box Customer Success Corner: success.box.com. It's your one-stop shop for videos, tips and tricks that'll help you get the most from Box.

- Upload files and organize content in folders
- Share a simple link to a file
- Create a project workspace

I already have a Box account. What will happen to it?

Please contact your administrator.

Storing & Sharing Files

How much data can I store in my Box account? Can I increase my storage space?

Please contact your administrator for storage allocation questions.

box

How is my quota usage calculated?

Any file or folder that you upload or create will count against your quota usage. This includes any files that are placed (by you or your collaborators) inside shared folders created by you. Your quota usage also includes any files that you may have deleted that are still in the Trash.

With Box, can I share files with people inside and outside school?

Definitely. You simply share content with a person's email address. This may be a fellow student's address or an external address.

Apps

What is an app?

Apps connect your Box data with other applications and services. For an overview of Box apps, visit box.com/apps.

What apps are available?

Almost 20, including:

- Box for Android
- Box for Android Tablet
- Box for BlackBerry
- Box for BlackBerry PlayBook
- Box for iPad
- Box for iPhone
- Box for Office
- Box for Outlook
- Box for TouchPad
- Box Sync for Mac
- Box Sync for Windows
- Box Web Documents
- Gmail
- GoodReader
- Google Docs
- Google Docs Viewer
- Zoho

Are apps free?

At this time, all the apps are complimentary.

Do the apps work on all platforms?

Most do. Some apps, particularly those for mobile devices or for use with Office, are platform-specific.

box

Many top colleges and universities – including University of Michigan, University of California - Berkeley, Cornell, Notre Dame, Carnegie Mellon – rely on Box for simple, secure content sharing and collaboration.

Security and Accessibility

Are my files and data safe on Box?

Box is a leader in content-management security. Its robust and sophisticated security suite includes:

- 99.9% uptime guarantee
- Data encryption using 256-bit SSL
- SSAE 16 Type II
- Safe Harbor Certification
- Role-based access controls
- All data centers include biometric entry authentication and 24/7 armed guards.
- Box Sync's encrypted authorization token technology keeps user data secure and works seamlessly with existing desktop encryption systems

How long will my Box account be available?

Users who have a current active student/faculty/staff affiliation will keep their account for the duration of the Box contract agreement – or until they are no longer active student/faculty/staff (whichever is sooner).

What happens to my files on Box if I leave school?

Upon leaving, users will have 30 days to transfer files into a private Box account. After 30 days, your account will be deactivated and files will no longer be available.