# *Skill Enhancement Course-I*
# *Software & Hardware Installation Skills*

## *Unit-5 : Basic Network Introduction & Installation*

- *Introduction About Network*
- *Installing Network Operating System Server and Windows 2008 Server*
- *Cable Crimping*
- *Network Sharing and user Permission*
- *Internet Connection*
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### *INTRODUCTION ABOUT NETWORK*

**Computer Network**

Computer Network is defined as the interconnection of two or more computers. It is done to enable the computers to communicate and share available resources.

**Applications of Computer Network**

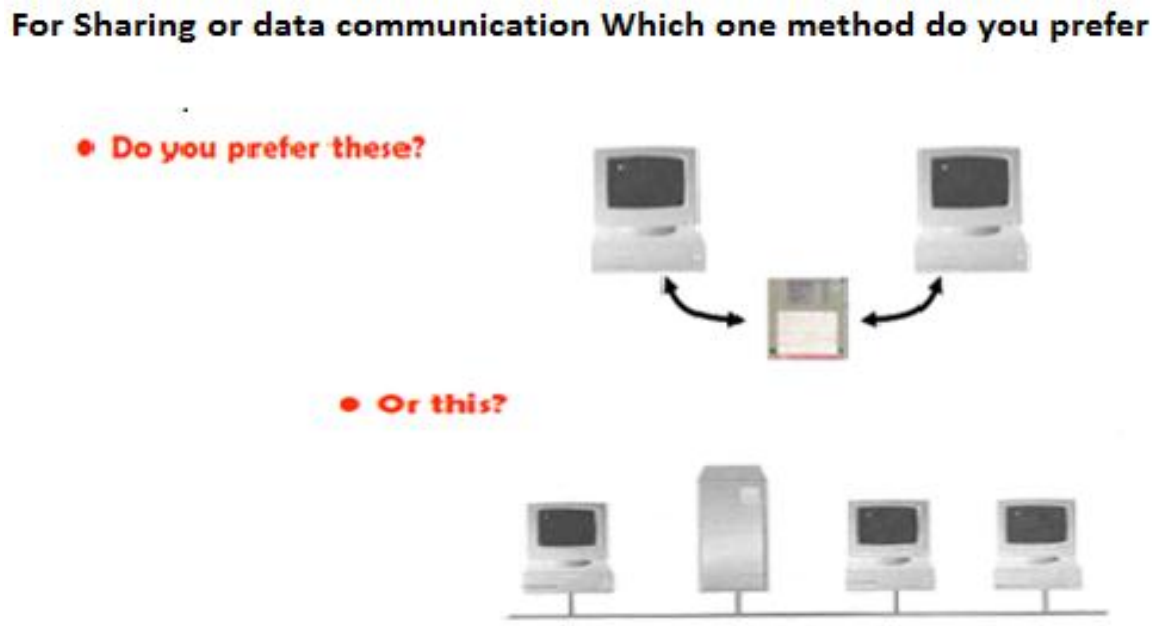
- Sharing of resources such as printers
- Sharing of expensive software's and database
- Communication from one computer to another computer
- Exchange of data and information among users via network
- Sharing of information over geographically wide areas

**Uses of Computer Network**

Computer Network can be used in various areas as given bellow.

- **Business Applications:**online buying
- **Home Applications:**mail and chat
- **Mobile Users:** wireless-laptops, PDA, mobile, in plane etc.
- **Social Issues:**Social network applications whatsapp

Reason behind the use of Computer Network is sharing information means for data communication with two or more computers.




Types of Networks

By their scope or scale or area network:

- **LAN:** Local Area Network
- **WAN:** Wide Area Network
- **WLAN:** Wireless Local Area Network. A LAN based on Wi-Fi wireless network technology.
- **MAN:** Metropolitan Area Network. A network spanning a physical area larger than a LAN but smaller than a WAN, such as a city. A MAN is typically owned and operated by a single entity such as a government body or large corporation.

- **SAN:** Storage Area Network, System Area Network, Server Area Network, or sometimes Small Area Network
- **CAN:** Campus Area Network, Controller Area Network, or sometimes Cluster Area Network. System Area Network. Links high-performance computers with high-speed connections in a cluster configuration.
- **PAN**: Personal Area Network. A network that surrounds an individual. A wireless PAN (WPAN) might be created between Bluetooth devices.
- **Campus Area Network:** A network spanning multiple LANs but smaller than a MAN, such as on a university or local business campus.Storage Area Network: Connects servers to data storage devices through technology like Fiber Channel.
- **Passive Optical Local Area Network:** A POLAN serves fiber by using fiber optic splitters to allow a single optical fiber to serve multiple devices.

## ***INSTALLING NETWORK OPERATING SYSTEM SERVER AND WINDOWS 2008 SERVER***

In most cases, the best way to install Windows Server 2008 is to perform a new install directly from the DVD installation media. Although upgrade installs are possible, your server will be more stable if you perform a new install. (For this reason, most network administrators avoid upgrading to Windows Server 2008 until it's time to replace the server hardware.)

- To begin the installation, insert the DVD distribution media in the server's DVD drive and then restart the server.

This causes the server to boot directly from the distribution media, which initiates the setup program.

The setup program proceeds with, two distinct installation phases:

- **Phase 1: Collecting Information**
- **Phase 2: Installing Windows**

**Phase 1: Collecting Information**

In the first installation phase, the setup program asks for the preliminary information that it needs to begin the installation.

A setup wizard prompts you for the following information:

- **Language:** Select your language, time-zone, and keyboard type.
- **Product Key:** Enter the 25-character product key that came with the installation media. If setup says you entered an invalid product key, double check it carefully. You probably just typed the key incorrectly.
- **Operating System Type:** The setup program lets you select Windows Server 2008 Standard Edition or Core. Choose Standard Edition to install the full server operating system; choose Core if you want to install the new text-only version.
- **License Agreement:** The official license agreement is displayed. You have to agree to its terms in order to proceed.
- **Install Type:** Choose an Upgrade or Clean Install type.
- **Disk Location:** Choose the partition in which you want to install Windows.
- **Upgrade to NTFS:** If you want to upgrade a FAT32 system to NTFS, you'll need to say so now.

## Phase 2: Installing Windows

In this phase, Windows setup begins the actual process of installing Windows. The following steps are performed in sequence:

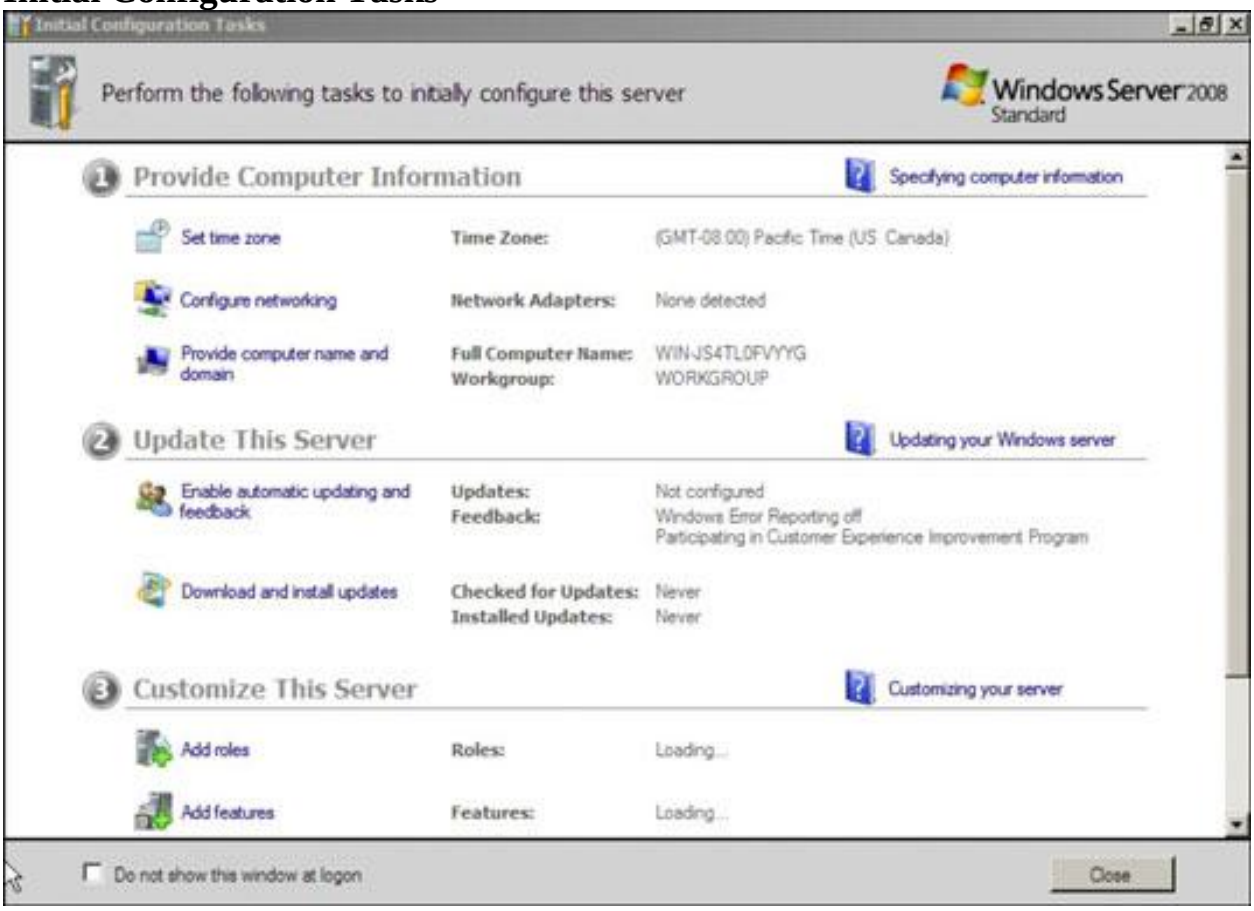
- **Copying Files:** Compressed versions of the installation files are copied to the server computer.
- **Expanding Files:** The compressed installation files are expanded.
- **Installing Features:** Windows server features are installed.
- **Installing Updates:** The setup program checks Microsoft's website and downloads any critical updates to the operating system.

- **Completing Installation:** When the updates are installed, the setup program reboots so it can complete the installation.

**Configuring Your Server**

- After you've installed Windows Server 2008, the computer automatically reboots, and you're presented with the Initial Configuration Tasks Wizard. This wizard guides you through the most important initial tasks for configuring your new server.

## Initial Configuration Tasks




**The following list describes the server configuration settings available from this wizard:**

- **Set the Administrator Password:** The very first thing you should do after installing Windows is set a secure administrator password.

- **Set the Time Zone:** This is necessary only if the indicated time zone is incorrect.
- **Configure Networking:** The default network settings are usually appropriate, but you can use this option to change the defaults if you wish.
- **Provide Computer Name and Domain:** This option lets you change the server's computer name and join a domain.
- **Enable Automatic Updating:** Use this option if you want to let the server automatically check for operating system updates.
- **Download and Install Updates:** Use this option to check for critical operating system updates.
- **Add Roles:** This option launches the Add Roles Wizard, which lets you configure important roles for your server.
- **Add Features:** This option lets you add more operating system features.
- **Enable Remote Desktop:** Use this option to enable the Remote Desktop feature, which lets you administer this server from another computer.
- **Configure Windows Firewall:** If you want to use the built-in Windows firewall, this option lets you configure it.

## ***CABLE CRIMPING***

- A Cable **crimping** is technique to conjoin two pieces of metal by deforming one or both of them in a way that causes them to hold each other.
  The result of the crimping tool's work is called a **crimp**.
- A good example of crimping is the process of affixing a connector to the end of a cable.
- For instance, network cables and phone cables are created using a crimping tool.

## Why Crimping?

Crimping is a **quick** and **reliable** method of jointing that is **easy to deploy** in the field since unlike soldering it does not require time to be spent waiting for a soldering iron to heat up (**less time**), and poses **no burn risk** to the operator when working in confined spaces.

## Crimping Tool


***NETWORK SHARING AND USER PERMISSION***

### Network Sharing

Network sharing is a feature that allows resources to be shared over a network, be they files, documents, folders, media, etc. These are made accessible to other users/computers over a network.

Network sharing enables access to information by more than one person through more than one device at the same or at different times. By connecting a device to a network, other users/devices in the network can share and exchange information through this network.

Network sharing is also known as shared resources.

Networking concepts like the workgroup, the computer name, the IP address, the network location and the Homegroup are to be considered in network sharing.

**User Permission**

Permissions are a method for assigning access rights to specific user accounts and user groups. Through the use of permissions, Windows defines which user accounts and user groups can access which files and folders, and what they can do with them. To put it simply, permissions are the operating system's way of telling you what you can or cannot do with a file or folder.

Permissions are important because when you share something in Windows, you actually assign a set of permissions to a specific user account or user group. A shared folder can only be accessed by someone with a user account that has the permission to access that folder.

In Windows, a user account or a user group can receive one of the following permissions to any file or folder:

- **Read:** allows the viewing and listing of a file or folder. When viewing a folder, you can view all its files and subfolders.
- **Write:** allows writing to a file or adding files and subfolders to a folder.
- **List folder contents:** this permission can be assigned only to folders. It permits the viewing and listing of files and subfolders, as well as executing files that are found in that folder.
- **Read & execute:** permits the reading and accessing of a file's contents as well as its execution. When dealing with folders, it allows the viewing and listing of files and subfolders, as well as the execution of files.
- **Modify:** when dealing with files, it allows their reading, writing and deletion. When dealing with folders, it allows the reading and writing of files and subfolders, plus the deletion of the folder.
- **Full control:** it allows reading, writing, changing and deleting of any file and subfolder.

## ***INTERNET CONNECTIONS***

***Technology changes at a rapid pace and so do Internet connection speeds.***

As technology grows, so does our need for bigger, better and faster Internet connections. Over the years the way content is presented via the Web has also changed drastically. Ten years ago being able to center, bold, and produce text in different colors on a webpage was something to admire. Today, Flash, animations, online gaming, streaming video, database-driven websites, e-commerce and mobile applications (to name but a few) are standards.

***The Need for Speed***

The need for speed has changed the options available to consumers and businesses alike in terms of how and how fast we can connect to the Internet. The connection speeds listed below represent a snapshot of general average to maximum speeds at the time of publication. This is no doubt will change over time and Internet connection speeds also vary between Internet Service Providers (ISP).

***Analog: Dial-up Internet Access***

Also called dial-up access, an analog Internet connection is both economical and slow. Using a modem connected to your PC, users connect to the Internet when the computer dials a phone number (which is provided by your ISP) and connects to the network. Dial-up is an analog connection because data is sent over an analog, public-switched telephone network. The modem converts received analog data to digital and vice versa. Because dial-up access uses normal telephone lines the quality of the connection is not always good and data rates are limited. Typical Dial-up connection speeds range from 2400 bps to 56 Kbps. Today, analog has been widely replaced by broadband (Cable and DSL).

***ISDN - Integrated Services Digital Network***

Integrated services digital network (ISDN) is an international communications standard for sending voice, video, and data over digital telephone lines or normal telephone wires. Typical ISDN speeds range from 64 Kbps to 128 Kbps.

***B-ISDN - Broadband ISDN***

Broadband ISDN is similar in function to ISDN but it transfers data over fiber optic telephone lines, not normal telephone wires. SONET is the physical transport backbone of B-ISDN. Broadband ISDN has not been widely implemented.

***DSL – Digital Subscriber Line***

DSL is frequently referred to as an "always on" connection because it uses existing 2-wire copper telephone line connected to the premise so service is delivered simultaneously with wired telephone service -- it will not tie up your phone line as an analog dial-up connection does. The two main categories of DSL for home subscribers are called ADSL and SDSL. All types of DSL technologies are collectively referred to as xDSL. xDSL connection speeds range from 128 Kbps to 9 Mbps.

***ADSL - Asymmetric Digital Subscriber Line***

ADSL is the most commonly deployed types of DSL in North America. Short for asymmetric digital subscriber line ADSL supports data rates of from 1.5 to 9 Mbps when receiving data (known as the downstream rate) and from 16 to 640 Kbps when sending data (known as the upstream rate). ADSL requires a special ADSL modem.

***ADSL+2 - ADSL Extension***

An extension to ADSL broadband technology that provides subscribers with significantly faster download speeds when compared to traditional ADSL connections. ADSL+2 works in the same fashion as ADSL a special filter is installed on a subscriber's telephone line to split existing copper telephone lines (POTS) between regular telephone (voice) and ADSL+2. ADSL2+ service is most commonly offered in highly-populated metropolitan areas and subscribers must be in close geographical locations to the provider's central office to receive ADSL2+ service.

***SDSL - Symmetric Digital Subscriber Line***

Short for symmetric digital subscriber line, SDSL is a technology that allows more data to be sent over existing copper telephone lines (POTS). SDSL supports data rates up to 3 Mbps. SDSL

works by sending digital pulses in the high-frequency area of telephone wires and cannot operate simultaneously with voice connections over the same wires. SDSL requires a special SDSL modem. SDSL is called symmetric because it supports the same data rates for upstream and downstream traffic.

***VDSL - Very High DSL***

Very High DSL (VDSL) is a DSL technology that offers fast data rates over relatively short distances — the shorter the distance, the faster the connection rate.

***Cable - Broadband Internet Connection***

Through the use of a cable modem you can have a broadband Internet connection that is designed to operate over cable TV lines. Cable Internet works by using TV channel space for data transmission, with certain channels used for downstream transmission, and other channels for upstream transmission. Because the coaxial cable used by cable TV provides much greater bandwidth than telephone lines, a cable modem can be used to achieve extremely fast access. Cable providers typically implement a cap to limit capacity and accommodate more customers. Cable speeds range from 512 Kbps to 20 Mbps.

***Wireless Internet Connections***

Wireless Internet, or wireless broadband is one of the newest Internet connection types. Instead of using telephone or cable networks for your Internet connection, you use radio frequency bands. Wireless Internet provides an always-on connection which can be accessed from anywhere — as long as you geographically within a network coverage area. Wireless access is still considered to be relatively new, and it may be difficult to find a wireless service provider in some areas. It is typically more expensive and mainly available in metropolitan areas.

***T-1 Lines – Leased Line***

T-1 lines are a popular leased line option for businesses connecting to the Internet and for Internet Service Providers (ISPs) connecting to the Internet backbone. It is a dedicated phone connection supporting data rates of 1.544Mbps. A T-1 line actually consists of 24 individual channels, each of which supports 64Kbits per second. Each 64Kbit/second channel can be

configured to carry voice or data traffic. Most telephone companies allow you to buy just one or some of these individual channels. This is known as fractional T-1access. T-1 Lines support speeds of 1.544 Mbps. Fractional T-1 speeds are 64 Kbps per channel (up to 1.544 Mbps), depending on number of leased channels.

***Bonded T-1***

A bonded T-1is two or more T-1 lines that have been joined (bonded) together to increase bandwidth. Where a single T-1 provides approximately 1.5Mbps, two bonded T1s provide 3Mbps or 46 channels for voice or data. Two bonded T-1s allow you to use the full bandwidth of 3Mbps where two individual T-1s can still only use a maximum of 1.5Mbps at one time. To be bonded the T-1 must run into the same router at the end, meaning they must run to the same ISP. Typical Bonded T-1 (two bonded T-1 lines) speed is around 3 Mbps.

***T-3 Lines – Dedicated Leased Line***

T-3 lines are dedicated phone connections supporting data rates of about 43 to 45 Mbps. It too is a popular leased line option. A T-3 line actually consists of 672 individual channels, each of which supports 64 Kbps. T-3 lines are used mainly by Internet Service Providers (ISPs) connecting to the Internet backbone and for the backbone itself. Typical T-3 supports speeds ranging from 43 to 45 Mbps.

***OC3 - Optical Carrier***

Short for Optical Carrier, level 3 it is used to specify the speed of fiber optic networks conforming to the SONET standard. OC3 is typically used as a fiber optic backbone for large networks with large voice, data, video, and traffic needs. Speeds are 155.52 Mbps, or roughly the speed of 100 T1 lines.

***Internet over Satellite***

Internet over Satellite(IoS) allows a user to access the Internet via a satellite that orbits the earth. A satellite is placed at a static point above the earth's surface, in a fixed position. Because of the

enormous distances signals must travel from the earth up to the satellite and back again, IoS is slightly slower than high-speed terrestrial connections over copper or fiber optic cables. Typical Internet over satellite connection speeds (standard IP services) average around 492 up to 512 Kbps.

## e-MAIL- *COMMUNICATIONS MEDIUM*

- Electronic mail (email or e-mail) is a method of exchanging messages ("mail") between people using electronic devices. Invented by Ray Tomlinson, email first entered limited use in the 1960s and by the mid-1970s had taken the form now recognized as email. Email operates across computer networks, which today is primarily the Internet.
- Early email systems required the author and the recipient to both be online at the same time
- Today's email systems are based on a store-and-forward model. Email servers accept, forward, deliver, and store messages. Neither the users nor their computers are required to be online simultaneously; they need to connect only briefly, typically to a mail server or a webmail interface for as long as it takes to send or receive messages.

**How to create email account?**
Follow the steps below to create email account at mail.com for free:

- Click on the Free Sign Up Button
- Enter all mandatory fields (First Name, Last Name, Gender, etc.)
- Type in your desired Email Address out of our huge selection of 200 available domains (e.g. biker.com, accountant.com, chef.net, etc.)
- Choose a secure Password (at least 8 characters, mixing letters, numbers, lower and upper case, and using special characters)
- Select your Security Question, type in your Answer
- Verify your registration by typing the numbers in the captcha picture
- Click the "Accept" - Button underneath

  That's it! You're done.Enjoy your new email account immediately on any device of your choice!

## *WHAT IS CLOUD NETWORKING?*

Cloud networking refers to hosting or using some or all network resources and services—virtual routers, bandwidth, virtual firewalls, or network management software—from the cloud, whether public, private, or hybrid.

The network can be either cloud-enabled or entirely cloud-based.

**Cloud-enabled networking**

In cloud-enabled networking, the network is on premises, but some or all resources used to manage it are in the cloud. Core network infrastructure—packet forwarding, routing, and data—remains in-house, but things like network management, monitoring, maintenance, and security services are done through the cloud. One example is using a SaaS-based firewall to protect an on-premises network.

**Cloud-based networking**

In cloud-based networking, the entire network is in the cloud. This includes network management resources and physical hardware. Cloud-based networking is used to provide connectivity between applications and resources deployed in the cloud.

**Why cloud networking?**

Use of cloud networking reduces the number of management devices and the amount of investment needed for networks. The third-party service provider manages, secures and maintains the network, while the company using the service can access resources on-demand, and can easily scale, customize and virtualize their network.

## ***GOOGLE DRIVE***

**Google Drive** is a file storage and synchronization service developed by Google. Launched on April 24, 2012, Google Drive allows users to store files on their servers, synchronize files across devices, and share files.

Google Drive is a free cloud-based storage service that enables users to store and access files online. The service syncs stored documents, photos and more across all of the user's devices, including mobile devices, tablets and PCs.

Google Drive integrates with the company's other services and systems -- including Google Docs, Gmail, Android, Chrome, YouTube, Google Analytics and Google+. Google Drive competes with Microsoft OneDrive, Apple iCloud, Box, Dropbox and SugarSync.

**How to use Google Drive**

You can store your files securely and open or edit them from any device using Google Drive.

**Get started with Google Drive**

You get 15 GB of space in your Drive for free. Learn what takes up space in Google Drive and where to buy more space.

**Step 1: Go to drive.google.com**

On your computer, go to drive.google.com. You'll see "My Drive," which has:

- Files and folders you upload or sync
- Google Docs, Sheets, Slides, and Forms you create

Learn how to back up and sync files from your Mac or PC.

**Step 2: Upload or create files**

You can upload files from your computer or create files in Google Drive.

- Upload files and folders to Google Drive
- Work with Office files
- Create, edit, and format Google Docs, Sheets, and Slides

**Step 3: Share and organize files**

You can share files or folders, so other people can view, edit, or comment on them.

- Share files from Google Drive
- Share folders from Google Drive
- Make someone else the owner of a file

To see files that other people have shared with you, go to the "Shared with me" section

**Google Drive Features**

- **15GB space**
  With a Google Account, you get 15 GB of storage for free. Storage gets used by Google Drive, Gmail, and Google Photos, so you can store files, save your email attachments, and back up photos and videos. For more than 15 GB, you can upgrade to Google One.
- **Keep any file**
  Photos, videos, presentations, PDFs - even Microsoft Office files. No matter what type of file it is, everything can be stored safely in Drive.
- **Share how you want**
  Files in Drive are private, until you decide to share them. You can quickly invite others to d edit any file or folder you choose. It's online collaboration made easy.
- **Safe and secure**
  Your file security is crucial. That's why every file in Drive stays safe no matter what happens to your smartphone, tablet or computer. Drive is encrypted using SSL, the same security protocol used on Gmail and other Google services.

## SKYDRIVE

***SkyDrive is now called OneDrive.***

SkyDrive is the former name of a personal cloud storage service from Microsoft that enables customers to store, synchronize and access their files across Windows PC and Mac OS X computers and laptops as well as mobile devices like smartphones and tablets, including Windows Phone devices and Apple iOS-powered iPhones and iPads.

SkyDrive is a cloud storage service similar to Dropbox and Google Drive. Developed by Microsoft, SkyDrive offers 7GB of storage space for free, although you can buy more if needed. You need a Microsoft account to use SkyDrive, although publicly shared files can be accessed by anyone. In addition to storing and sharing files, you can also embed your uploads onto your personal website.

**Features of Skydrive:**
Everyone wants to work smarter, and SkyDrive helps users and organizations do so in two ways: file sharing and access. It takes only a few clicks to share and access files using a number of compatible devices and from almost any geographical location.

**1. Ease of use**

My niche in the support world is finding the easiest and most efficient solutions. For both users and support personnel, SkyDrive fits into that theme nicely. Thanks to SkyDrive's seamless integration with Office (2010, 2013, and 365), sharing files requires only a few clicks. In fact, Office 365 defaults to SkyDrive. Even novice users can share files on SkyDrive with little or no training. Accessing is just as easy -- a few clicks and you're working from home on the proposal you saved to SkyDrive while at work.

**2. Few requirements**
Besides the obvious PC and mobile devices you use, SkyDrive requires only two things: Internet access and a Microsoft account. The first requirement is almost moot. Thanks to free Wi-Fi, you can connect almost anywhere. The second is easy to acquire; you just sign up. If you don't have an account, Microsoft Office will help you sign up the first time you try to save an Office file to SkyDrive. Just follow the prompts.

**3. Quick setup**
If you have a Microsoft account, you can sign in to SkyDrive and go right to work. There are no discs to keep up with, no downloads, and no installation process. Just sign in and start working. If you're using Office 2013 or 2010, access to SkyDrive is built into the interface. Just choose SkyDrive when saving and opening documents, as appropriate. Office 2013 will even help you set up your account the first time you try to access SkyDrive. If you're on your own, you don't need any specialized knowledge. If you support users, you won't have to do a thing other than let them know about SkyDrive.

**4. SkyDrive Desktop**
Windows 8.1 has built-in access to SkyDrive. If you're using an earlier version of Windows, you can download SkyDrive Desktop for quick access from your desktop. SkyDrive is now available via Windows Explorer; you don't have to work from inside an Office app.

**5. One-click access**

Accessing SkyDrive files is only a click away once you pin the site to your Windows 7 taskbar. With SkyDrive open in your browser, drag the window to the Windows taskbar and drop it. Windows will create a new SkyDrive icon. Click it for immediate access to your SkyDrive files. If you're using IE 9 or later, you can add SkyDrive to the Start menu by choosing Add Site To Start Menu from IE's Tool menu.

**Add SkyDrive to your taskbar for quick access.**
**Add SkyDrive to the Start menu.**

**6. Easy file access**

By combining Web Office Apps with cloud storage, you can access your files anytime, anywhere using any number of compatible devices. You can use almost any browser or Windows, Mac, and Linux device. So, for instance, you can share appointments and tasks at work and view them later using your Windows or Android phone (or iPhone or iPad).

**7. Plenty of room**

With your Microsoft account, you get 7 GB of free online storage on SkyDrive. It's yours to use as needed and it's more than adequate for most users. You can share work files with colleagues or make them accessible from other locations. At home, you can store photos, music, and so. Table A lists costs for upgrading storage space, but most users won't need more than the free 7 GB.

**8. Lightweight apps**

When you share a file on SkyDrive, you and anyone you share it with can view and edit the document using Office Web Apps. These free (but limited) versions of Word, Excel, OneNote, and PowerPoint run in a Web browser and default to SkyDrive when saving changes. Even though these apps are limited, their availability adds a lot of flexibility. You can open and edit files anywhere without installing additional software to the device you're using.

**9. Simultaneous sharing**

Files stored on SkyDrive are accessible by multiple users. Using Office Web Apps, multiple users can even edit the file (with the right permissions) at the same time. Changes are saved immediately.

**10. Tight security**

Anytime you're working online, security is an issue. Your first layer of security on SkyDrive is its structure. You determine who can see and edit files when you share a document. The good news is that people you share files with don't need an account or a password to see your files -- the link they receive when you invite them contains all the credentials they need.

Keep in mind that you *are* working in a consumer-grade cloud. By that I mean you shouldn't use SkyDrive to back up mission-critical files. SkyDrive can be part of a good backup and recovery strategy. But it should never be the only strategy. In addition, while security is good, your files are still out there. So use good sense before uploading sensitive and/or critical data. Read the full service agreement before making any serious business decisions integrating SkyDrive.

**11. Third-party add-ons**

Office Web Apps let you view and edit documents, but you can't work with every file format. For instance, you can store and share a PDF file, but you can't open it using Office Web Apps. Third-party products are available for working with non-Microsoft files in the cloud.

**12. Remote access**

SkyDrive Desktop adds drag-and-drop ease between your local system and SkyDrive. It gets better though. You can grant other-device access to your local PC. SkyDrive only helps if you remember to upload your files. If you forget, SkyDrive Desktop lets you access your system remotely.

***DROPBOX***

**Dropbox is the word's first smart workspace.**

Dropbox is a cloud storage service, which means you can copy your files to the cloud and access them later, even if you're using a different device. Dropbox will not automatically copy all the files on your computer if you're on a personal plan, so you will have to pick and choose which you want to save.

Once you've done that, it will make them available in the cloud if you need them again.

**Use of Dropbox:**

- **Access files anywhere**

With Dropbox Basic, it's easy to get to your files from multiple devices—computers, phones, and tablets—for free:

- Windows and Mac: Install our desktop app, and everything in your account will appear in the Dropbox folder on your computer.
- Web: Sign in to dropbox.com to access everything you've stored on Dropbox from any browser—no software installation required.
- iOS and Android: Take your files on the go with our mobile app, and preview over 175 file types from anywhere.

- **Back up files**

From photos and videos to presentations and tax paperwork, Dropbox Basic helps you keep all your most important—and irreplaceable—files safe:

- **File sync:** Back up anything by storing it in the Dropbox folder on your computer. And with our desktop and mobile apps, you can automatically upload photos and videos to Dropbox from your phone, camera, or SD card.

- **File recovery:** Accidentally deleted a file from your Dropbox? No problem. You can easily restore anything you've deleted in the past 30 days from dropbox.com.

- **Version history:** If you ever change your mind, you can roll a file back to any version saved to Dropbox in the past 30 days.

### Share and collaborate on files

Copying files over to a USB stick and "file too big to attach" errors are a thing of the past. Dropbox Basic makes it easy to securely send large files to anyone, and collaborate easily on the files you share.

- **Shared links:** Easily create a link for any file in your Dropbox that you can paste into an email, chat, or text. Recipients won't need a Dropbox account—they can click the link to view and download the file.

- **File previews:** Anyone visiting your shared links can preview over 175 file types and add comments—no special software required.

- **Seamless collaboration:** It's hard to keep track of important attachments in a crowded inbox. Dropbox makes it easy to connect and collaborate, whether you're sharing files with a friend or working with a large team.