

# Personal Cloud Computing

2016

Your Cloud Sherpa:

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## What is Cloud Computing?

### Business Definition

Describes a large number of computers connected through a communication network such as the Internet or other type of networks. These computers can be accessed by individuals or groups of individuals to make sharing electronic documents easier.

### Personal Cloud Computing

Similar definition but on a much SMALLER scale. Having your electronic documents stored in the cloud so you can access these from anywhere and from any computer device. You can keep them private or share them with selected individuals or groups.

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## What are we going to learn?

- |                             |  |
|-----------------------------|--|
| Difference Storage & Backup | Design & Create Your Strategy                |
| Safety / Security           | Create, Store, & Share E-Docs                |
| Free Cloud Storage Options  | Photo Options<br>Storage / Editing / Sharing |
| Comparison of Options       | Music Options<br>Storage and Playing         |
| Office Suite Options        | Other Useful Tools & Info                    |

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## Storage vs. Backup and Security

### Storage

- Stays where you put it (can sync with devices)
- Can put e-files from multiple sources
- Available computer, Smartphone, Tablet
- Available when lost or broken

### Backup (i.e. Carbonite, Mozy)

- Usually backups e-files from one computer
- Files remain backed up only as long as on computer

### Security

- Password protection
- Log off email or lock computer when through
- Can [encrypt files](#) for additional security

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## Cloud Storage Options

Drop Box - 2+ GB Free - storage and transfer of files

OneDrive (formerly SkyDrive) - 5 GB Free  
15 GB with Office 365

Google Drive - 15 GB Free - must have Gmail

Not Covering:

Box - 10 GB Free

iCloud - 5 GB compatible apps - must have Apple/iOS device

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### Storage Comparisons as 3/7/2016

	OneDrive	Apple iCloud	Google Drive	Dropbox
Free storage	5 GB	5 GB *	15 GB	2 GB
Add 50 GB	\$24	\$12		
Add 100 GB	\$50		\$24	
Add 200 GB		\$36		
1 TB		\$120	\$120	\$120
		* compatible apps		

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**Can I work and collaborate with others?**

	One Drive	Apple iCloud	Google Drive	Drop box
Work seamlessly with Microsoft Office across PC, Mac, and web	X			
Create, edit, save and share Documents, Spreadsheets, Presentations and Forms	X		X	
Upload and convert Microsoft Office Documents, Spreadsheets, etc.	X		X	
Edit docs online at the same time as others	X		X	
Online viewing for documents	X		X	
Edit documents in your browser	X	X	X	
Create and share folders	X	X	X	X

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**Office Suite Options**

Microsoft Office includes Word, Excel, Powerpoint  
 Desktop software, costly upgrades regularly

OneDrive has free online limited Word, Excel, Powerpoint  
 Can purchase more advanced functionality

Google Drive includes Documents, Spreadsheets, Presentations  
 Free with Gmail account  
 Has menu similar to earlier versions of MS Office

iWorks includes Pages, Numbers, Keynote  
 Costs \$9.99 per application

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**Design Personal Cloud Strategy**

Design Your Cloud Storage

Baises?

Preferences?

Indifference?

Begin to Create Your Strategy

Explore multiple options or all

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## Begin to Create Your Strategy

Know email addresses and passwords

Select primary email

New to Gmail create account and password

Create:

Dropbox

OneDrive

Google Drive

Not Create:

Box

iWorks (Pages, Numbers, Keynote each cost \$9.99)

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## Create DropBox Account

Homework: Create DropBox Account

Dropbox

[www.dropbox.com](http://www.dropbox.com)

Accept my invitation to Dropbox to set up account

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## Share E-Docs Using DropBox


DropBox *Exercise*


Login to your account


Find shared folder called


Cloud Computing  
Three files

Open Cathy Oberkampf File

Download file to Desktop 

Create Folder called *Cloud* 

Share Folder  
with [cathy.the.teacher@gmail.com](mailto:cathy.the.teacher@gmail.com) 

Upload File  
Cathy Oberkampf File   
Previously downloaded

*At home* Download DropBox

Next to Name  
Choose Install  
Free Download

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## Create OneDrive Accounts

Homework: Create OneDrive Accounts

OneDrive (formerly SkyDrive)

[www.onedrive.com](http://www.onedrive.com)

Bring OneDrive password with you to class

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## Create, Store & Share E-Docs

OneDrive

*Exercise*

[www.onedrive.com](http://www.onedrive.com)

Login to your account

Click on CREATE

Select Word Document

Type name, email, phone

Save document

Right click and SHARE with [cathy.the.teacher@gmail.com](mailto:cathy.the.teacher@gmail.com)

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## Create Gmail Account

Homework: Login to Gmail account

Bring Gmail email address

And password to class

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# More Create, Store & Share E-Docs

Google Drive Exercise

Drive.google.com

Login to your account

Click on CREATE

Select Document

Type name, email, phone

Name Untitled Document (top)

Share this file with  
cathy.the.teacher@gmail.com

Can Share

Files  
Folders

Share With

Individuals  
Groups

Share As

Link  
As Attachment

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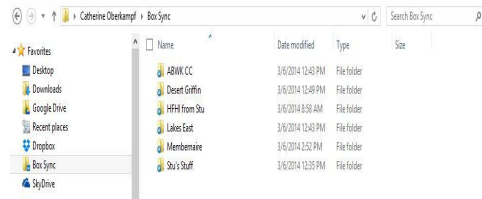
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# Explorer / Folder Options on PC



Must download from individual sites:  
Dropbox, Box Sync, OneDrive, Google Drive  
Can set up Google Drive to see Offline

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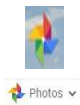
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# Photos Options Storing & Sharing

Flickr - 1 TB - part of Yahoo - storage and sharing



Picasa - from Google being phased out early 2016  
replaced by Google Photos  
photos.google.com



iPhoto (cost \$4.99) - Photo 3D (free for iPad & iPhone)

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## Music Options

### Storing and Playing

#### iTunes Match

\$24.99 a year

25,000 limit your music

Purchased songs do not count in limit

Rip your collection

[Rip Music CD to iTunes Library](#)

#### Google Music

Free

50,000 limit your music

Purchased songs do not count in limit

Rip your collection

[Rip music from CD using Windows Media Player](#)

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## Other Useful Tools & Info

Most cloud storage has Smartphone Apps

Need more space

Add multiple email addresses

Share with primary email address

Other Cloud Storage Options as of 3/7/14:

Box - 10 GB Free

MediaFire - 50 GB Free

Mega - 50 GB Free

SpiderOak - 2 GB Free

Ubuntu One - 5 GB Free

Amazon Cloud Drive - 5 GB Free

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