## **Dropbox**



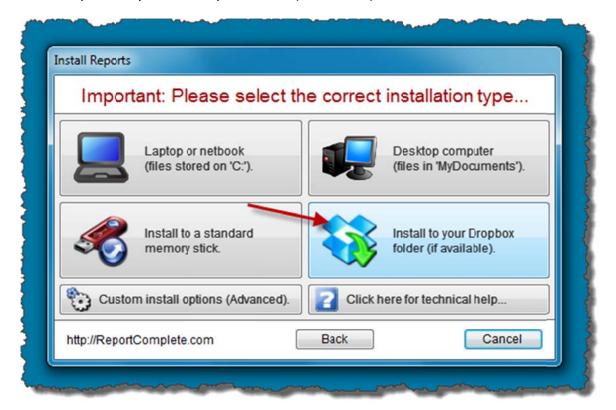
If you have a Dropbox account, good news – ReportComplete is compatible with dropbox! See below for instructions...

If you don't have Dropbox, don't worry, you don't need it to use ReportComplete but if you're interested here's some info:

Dropbox is free software that allows you to sync your files online and across your computers automatically.

- ReportComplete can optionally install directly into the Dropbox folder.
- You get 2GB of online storage for free.
- Automatically syncs when new files or changes are detected.
- It uses military grade encryption methods to both transfer and store your data.
- It backs up your files online without you having to think about it.
- Dropbox doesn't hog your Internet connection. You can manually set bandwidth limits.

Install ReportComplete to Dropbox folder (if available):



When you install ReportComplete you can choose to install to Dropbox. This will install to your Dropbox folder (if available). Your ReportComplete files will be stored in your Dropbox's **Documents** folder. You will be able to start the program by clicking **the Start ReportComplete** icon within your Dropbox folder.

**Note:** If you have Dropbox installed on more than one computer, you only have to install ReportComplete to one of them, the other computers will automatically install the program.

If you don't see the Dropbox option, but you do have Dropbox installed then make sure you are using the latest Dropbox release – go to **Dropbox.com** and re-install.

## **Open ReportComplete from Dropbox:**



If you have installed ReportComplete to Dropbox then you can start it from any of the computers you also have Dropbox installed.

Just double-click the Dropbox icon on your Desktop.



Once Dropbox has opened, double click **Start ReportComplete**.



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