

Dropbox Changes

Last Modified on 11/26/2024 8:40 am EST

On Sunday, 12/1, Dropbox will update the folder structure of all Wharton Dropbox for Business accounts to make them easier to use. None of your files will be removed, and none of your permissions will change.

After the change, you will see:

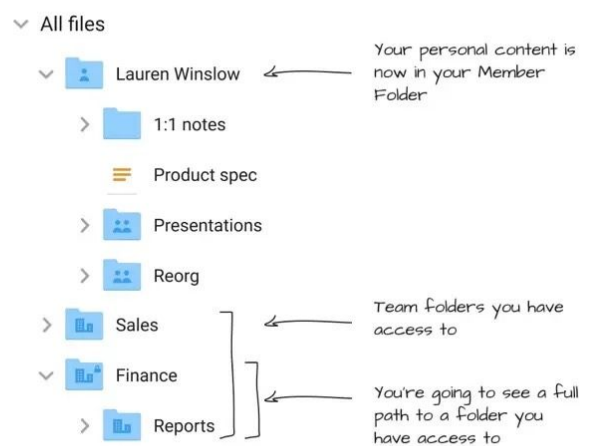
- You will have a new "member folder" named after you. All of your personal files/folders will now reside in your member folder.
- Team folders will display the full folder path, but your access will not change.
- The name of the desktop app will change from "Dropbox (Penn)" to "Penn Dropbox."

Member Folder and Team Folders

Before update



After update



The above image shows the changes you'll see after the update (on the right).

After the update, your personal files/folders will be located in a new top-level folder named after you. This folder, your "member folder," contains all the files/folders you own. Files/folders shared with you will appear outside your member folder.

The Team folders you have access to aren't changing; however, after 12/1, instead of seeing just the file/folder you have access to, you'll see the entire folder path (though your access will not change).

For example, in the above screenshot, Lauren has access to a "Reports" Team folder. Before the update, the Reports folder appeared as a top-level folder in her Dropbox folder. After the update the folder path (Finance > Reports) is displayed. While Lauren can see that the Reports folder lives inside the Finance folder, she still only has access to the Reports folder.

Please be aware that after this update, people will see the full folder path for any Team folders you've shared

with them.

Preparing for the change

This change is scheduled to take place at 6 pm on Sunday, 12/1. To prepare for the change, you should:

- Review the names of any Team folder structures in which users have access to files but not the whole path. Consider changing folder names or moving files if confidentiality is needed.
- Update your Dropbox Client BEFORE 5 pm on 12/1 if you are not using a Wharton-managed machine.
- Save and close all files BEFORE 5 pm on 12/1.

All Dropbox clients on Wharton-managed computers will be updated to the most recent version ahead of the change. If you access your Wharton Dropbox on a non-Wharton-managed machine, you should ensure that the **Dropbox client is up to date.**
