UTBox Support

Overview

UTBox is a campus-wide service that allows faculty, staff, and students at the University of Texas at Austin to use Box cloud-based file sharing for business and academic purposes. It is stewarded by the UT Information Security Office.

UTBox can be accessed via https://utexas.box.com or from https://utbox.utexas.edu.

Access UTBox

Liberal Arts ITS Computer Support manages departmental accounts for units we provide support to.
Review the documentation below to get access to a departmental share, request a new one or access UTBox on your computer.

Departmental UTBox Shares	Access UTBox on your Computer	UTBox vs Other Storage Options
• Accessing your department's UTBox share • Request a new departmental UTBox account	• Installing Box Drive | More • Installing Box Sync • Switching from Box Sync to Box Drive • UTBox on the web	• ISO Cloud Services Decision Matrix • ISO UTBox FAQ

Getting Started with UTBox

Box provides a wide variety of documentation to help you get familiar with the Box service. Below you'll find some useful resources to learn how to interact with UTBox.

Managing Files & Permissions	Collaborating & Sharing	Box Mobile Apps
• Getting Started for Beginners • Upload and Download Files to Box • Managing Files & Folders • Understanding Folder Permissions • Keyboard Shortcuts • Box Notes	• Inviting Collaborators • Collaborator Permission Levels • Creating Shared Links	• Using Box for iOS • Using Box for Android
Troubleshooting Box • Manually Resetting Box Drive		

Information Security Office UTBox FAQ

The Information Security Office maintains a FAQ covering many frequently asked campus-wide questions about the UTBox service, including those about the types of data UTBox is approved for. Review the ISO FAQ here.