

How to synchronize specific folders and share folders in Dropbox

Dropbox is one of the most popular online data sharing and syncing applications. In the following article, TipsMake.com will guide you how to set up, share any folder of Dropbox with other users.

Dropbox is one of the most popular online data sharing and syncing applications. In the article below TipsMake.com will guide you how to set up, share any folder of Dropbox with other users and steps to sync specific folders with Dropbox.

How to synchronize specific folders and share folders in Dropbox

1. Only sync specific folders with Dropbox
2. Create shared folders
3. Check the history of shared folders

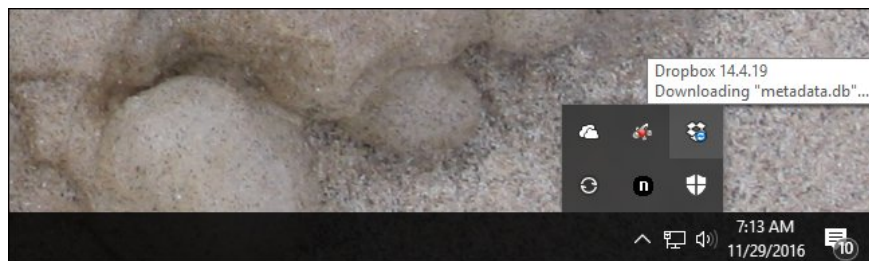
1. Only sync specific folders with Dropbox

By default, Dropbox syncs everything on your computer, possibly syncing data you don't want.

If Dropbox installs on multiple computers or shares accounts for family members, there is a lot of data you don't want to be synced on Dropbox.

Fortunately, Dropbox allows you to select folders to sync on your computer. This option is called **Selective Sync**.

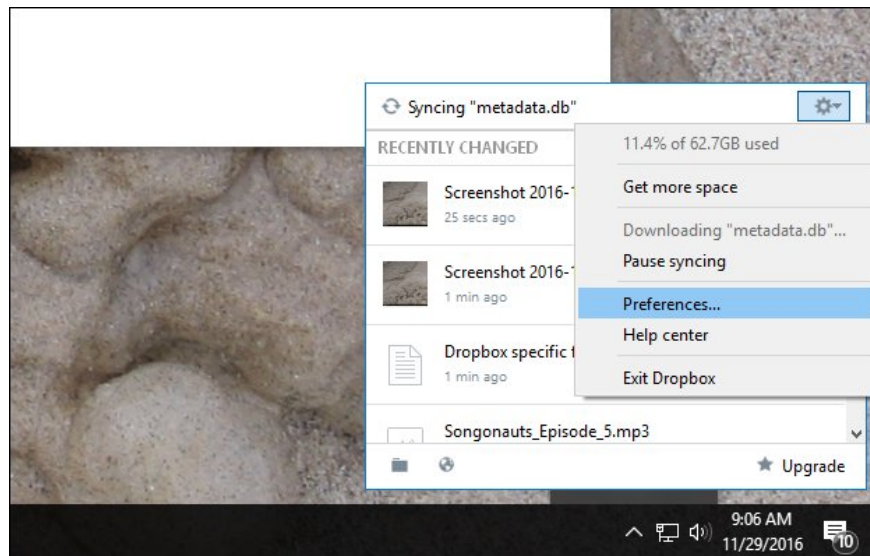
First find the Dropbox icon in the system tray. On Windows operating system, simply click the arrow icon in the left corner of the system tray to find the icons and click the Dropbox icon.



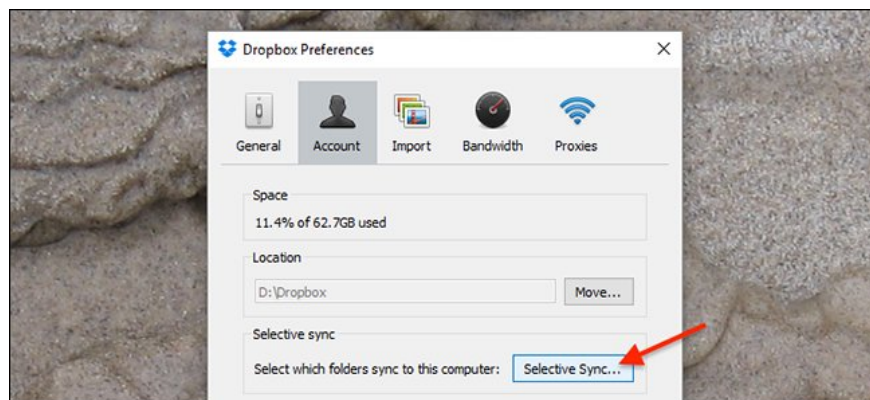
On the Mac you will see the Dropbox icon on Menu Bar.

The Dropbox window will appear on the screen, which includes a list of recently synced files.

Your task is to click the jagged icon, then click on **'Preferences'** .



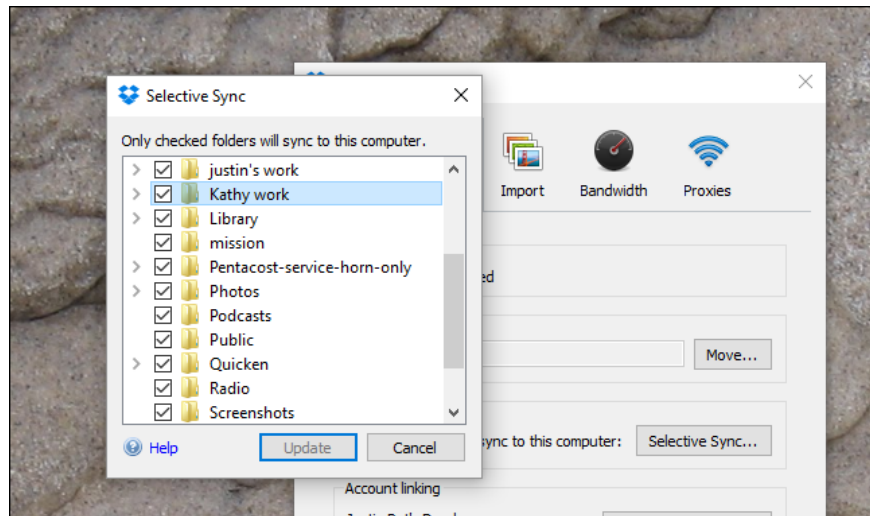
The popup window now displays. Here you click the **Account** tab and click the **'Selective Sync'** button.



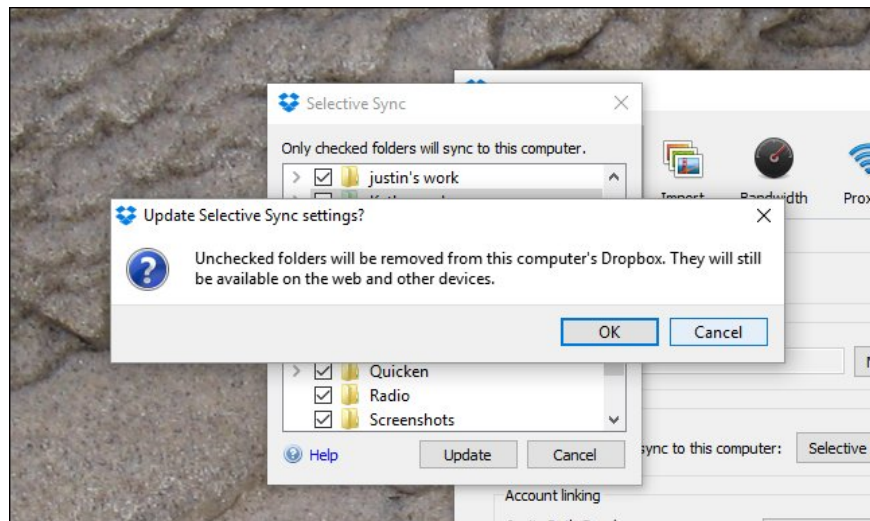
The screen will continue to display a popup window, allowing you to remove specific folders or subfolders. You can remove any item that you don't want to sync.

Note that unchecking a folder will not delete that folder from the cloud service or on any other computer: this process only prevents folders synced to the computer you are using. If on other computers there are data and files that you do not want to synchronize, you will have to do the same steps on other computers (in case if you use and install Dropbox on multiple computers) .

After selecting the folder that you do not want to sync, click **Update** .

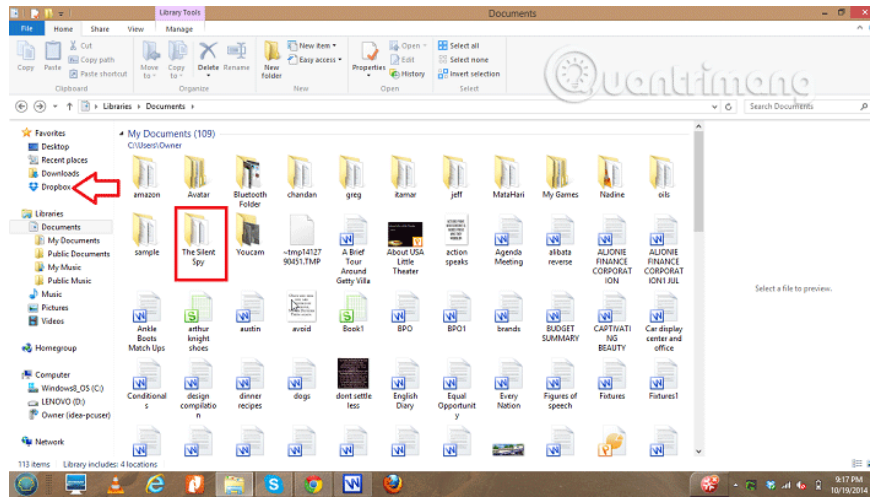


And Dropbox will ask you to confirm and explain why.

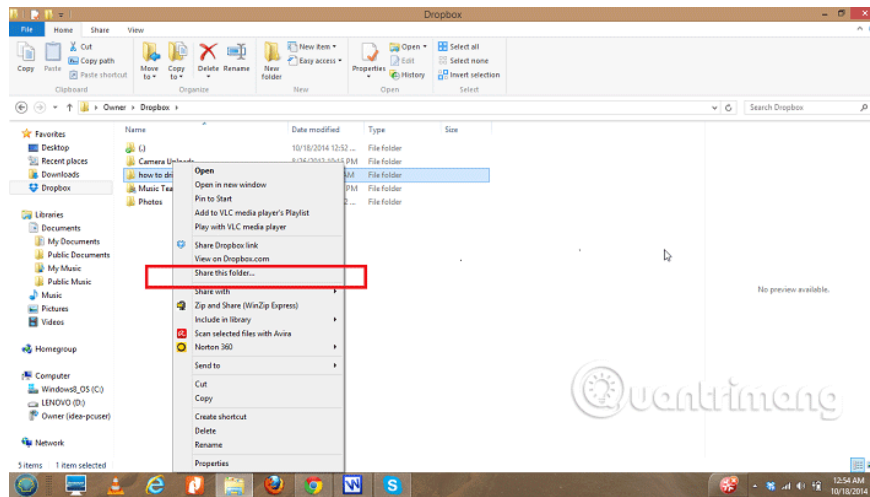


2. Create shared folders

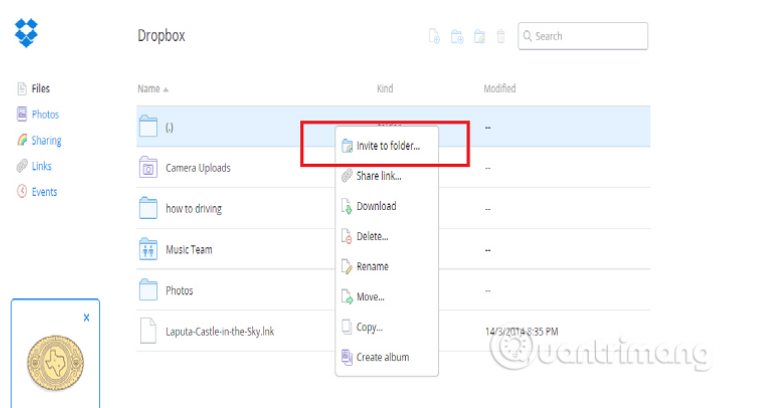
If the folder you want to share is not in Dropbox, select the folder you want to share from your computer with your Dropbox account. Add the folder you want to share to the Dropbox folder in your computer.



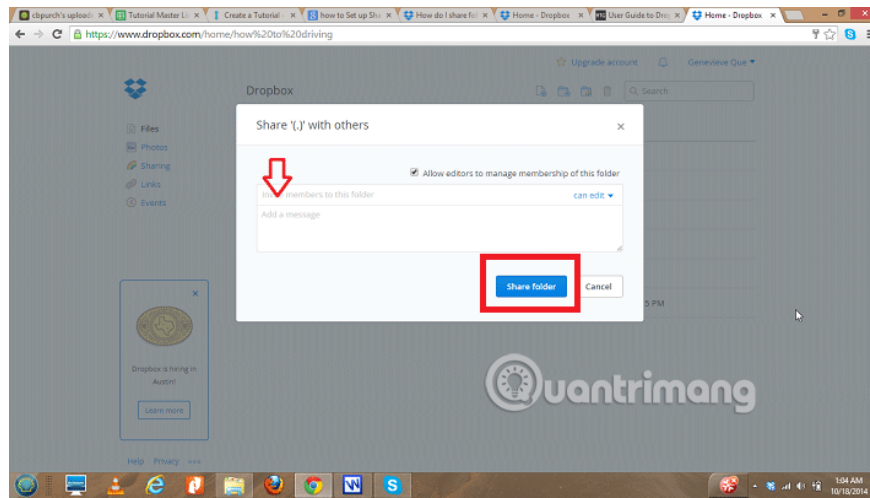
In the Dropbox folder, right-click the folder you want to share and select **Share this Folder** .



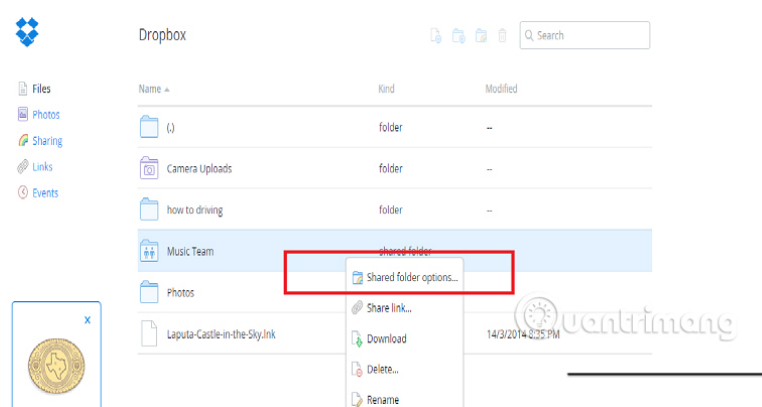
To check whether the folder has been successfully uploaded, see your Dropbox account and find the folder location. Then, right-click on the empty space next to the folder you want to share and click **Invite to Folder** .



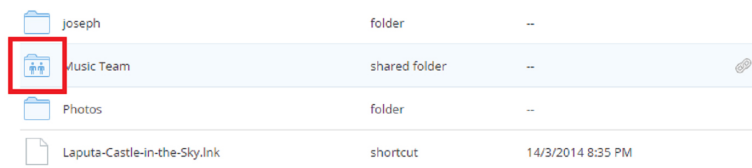
When you click on the **Invite to Folder option** , you will see a dialog box appear to enter the email address of the person you want to share. You can type a message for the recipient, then click on **Share folder** .



For example, if you want to share a shared folder with many other, right-click the space next to the folder and select **Share Folder Options** . You will see the above dialog box appear to type the recipient's email address.



Once you have shared the folder, you will see the shared folder with the **People** icon on that folder while other folders are unavailable.



You can protect files in that folder by granting ' **Edit** ' or 'Only view' permissions to recipients. You can see these options next to the name of the person who wants to share the folder.

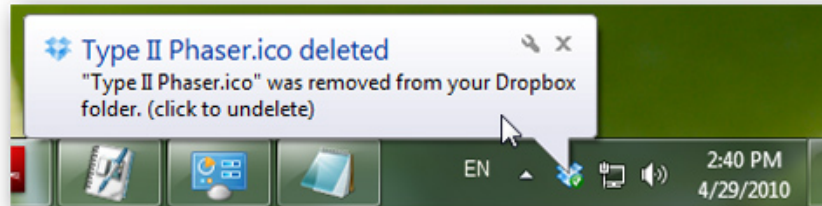
gque74@gmail.com (pending)

can edit ▼
can edit
can view

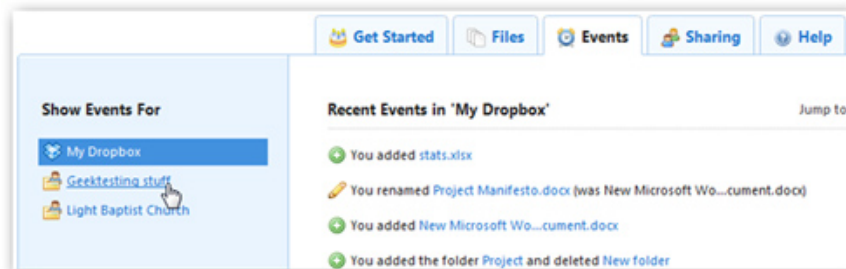
✕
@untdfinc

3. Check the history of shared folders

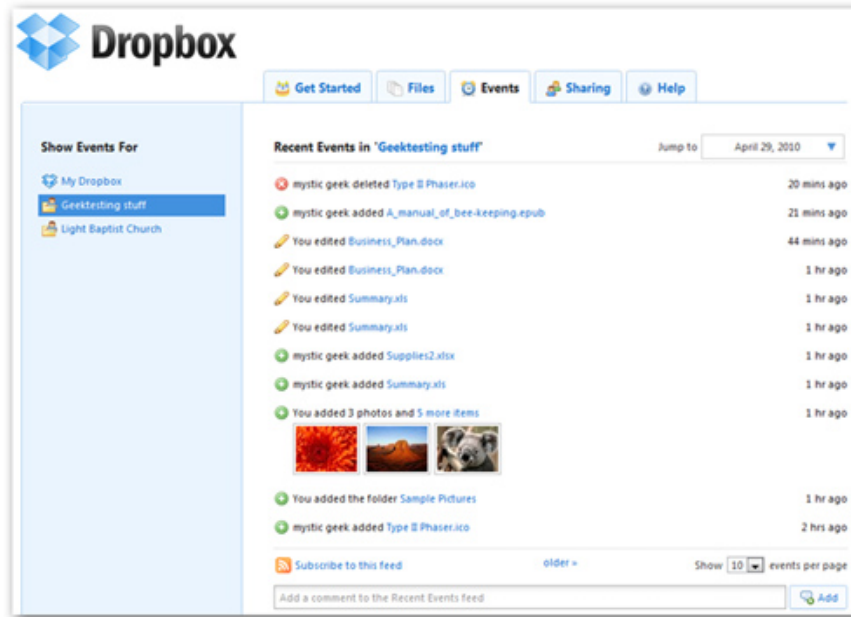
Whenever someone impacts the shared folder like adding data, deleting, renaming . Dropbox will display a notification under the system tray to remind you:



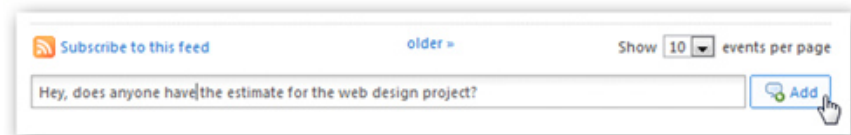
Or you can view this information via the website, log in to your account and select the Events tab. Here you will see all information related to shared folders by clicking on each folder individually:



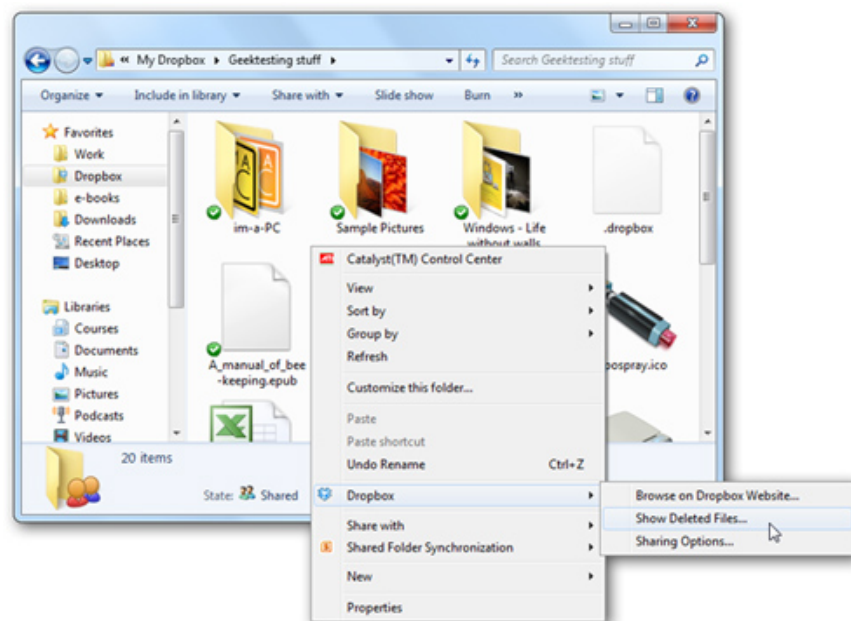
Detailed and specific information:



Leave a message or comment below:



If someone accidentally deletes the file you need to use, you can restore it by clicking on the file's link in the History section. Or access the Dropbox folder, right-click and select *Show Deleted Files* :



Above are some basic operations to share and manage data and folders with Dropbox online application.

Refer to some of the following articles:

1. Trick to clear cache Dropbox, OneDrive and Google Drive
1. Collection of the best free online data storage websites today
1. Clear the Dropbox cache Windows and Linux to free up memory space

Good luck!

You finished reading the article "**How to synchronize specific folders and share folders in Dropbox**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.