



This is “Cloud Computing Techniques”, chapter 15 from the book [Designing Business Information Systems: Apps, Websites, and More \(index.html\)](#) (v. 1.0).

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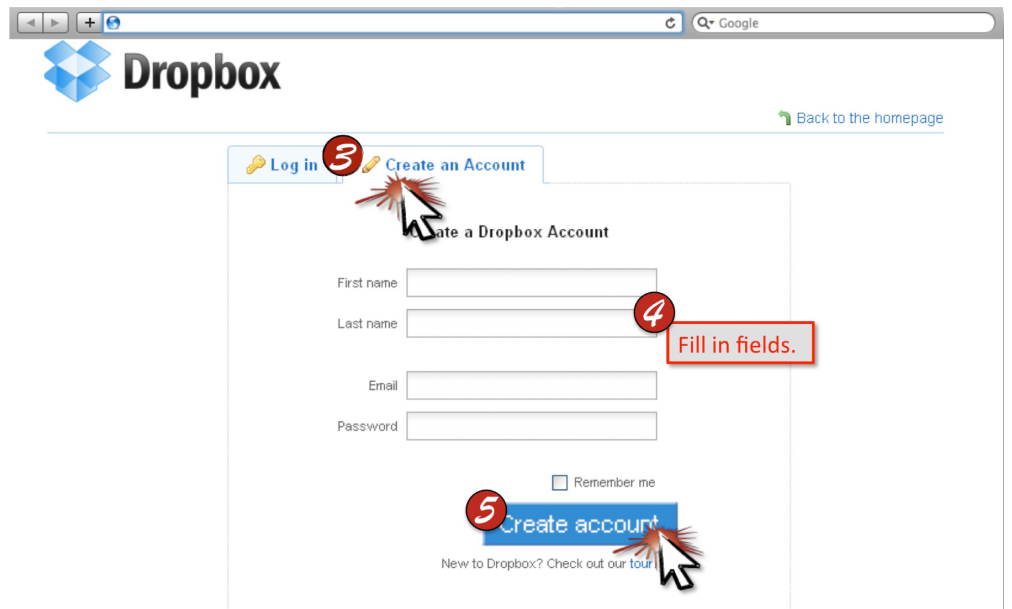
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Chapter 15

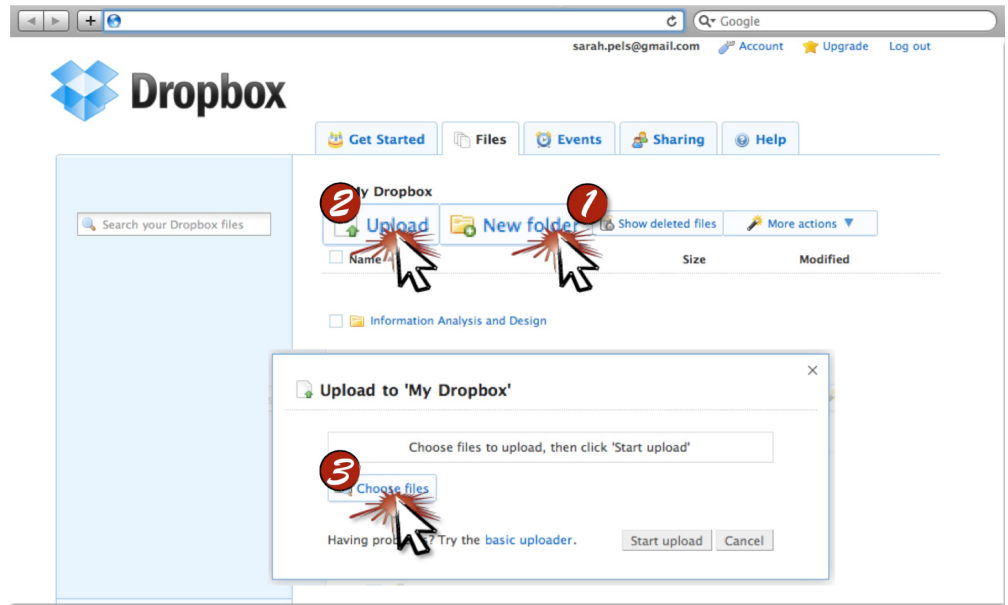
Cloud Computing Techniques

Dropbox, Adobe Kuler Colors, Google Gmail, Sites, and Docs

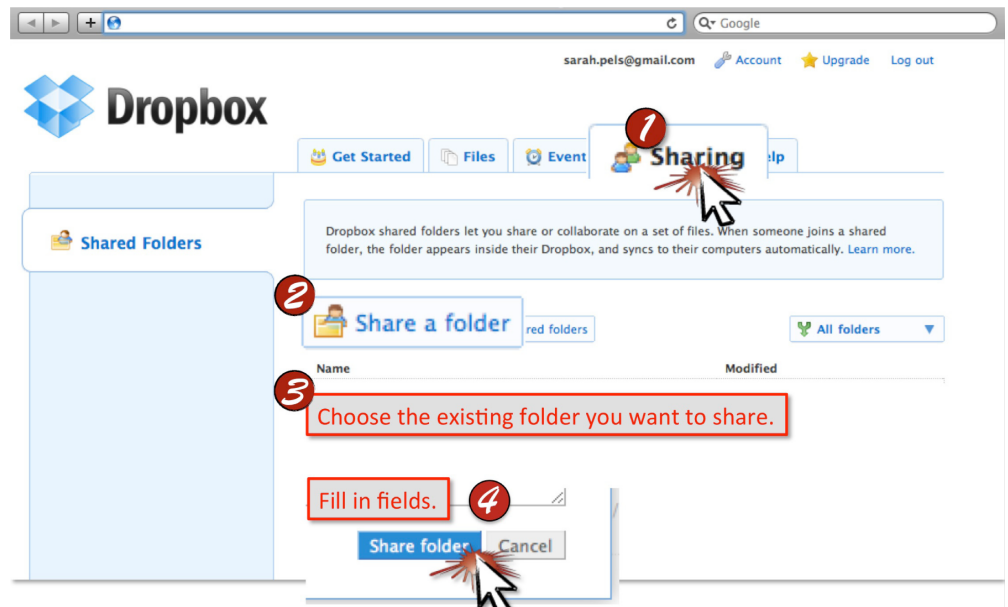
15.1 Dropbox



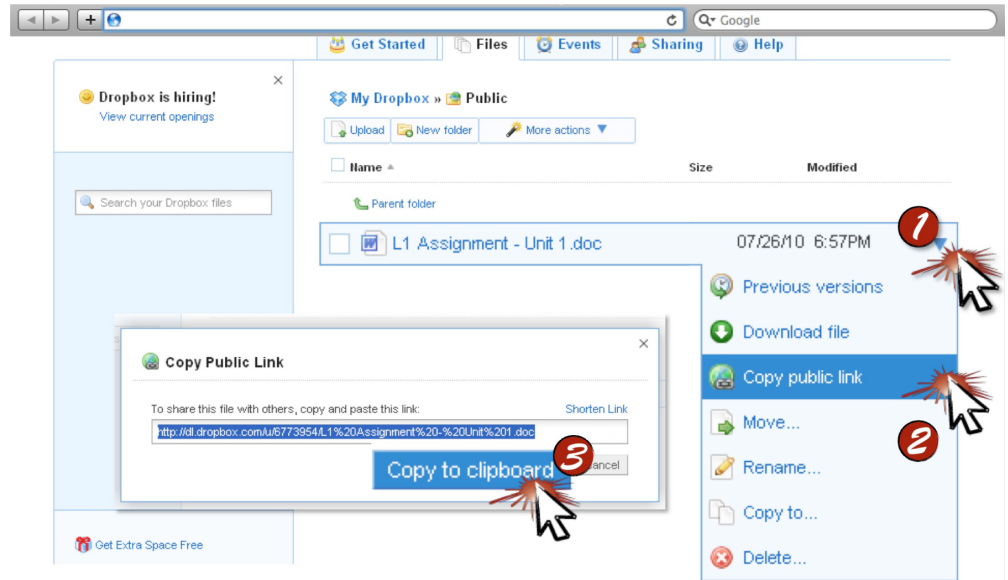
Create an Account – Sign up to get free access to the tools this application offers. These tools will allow you to save, edit, and share documents anywhere with internet access by storing them on the cloud.



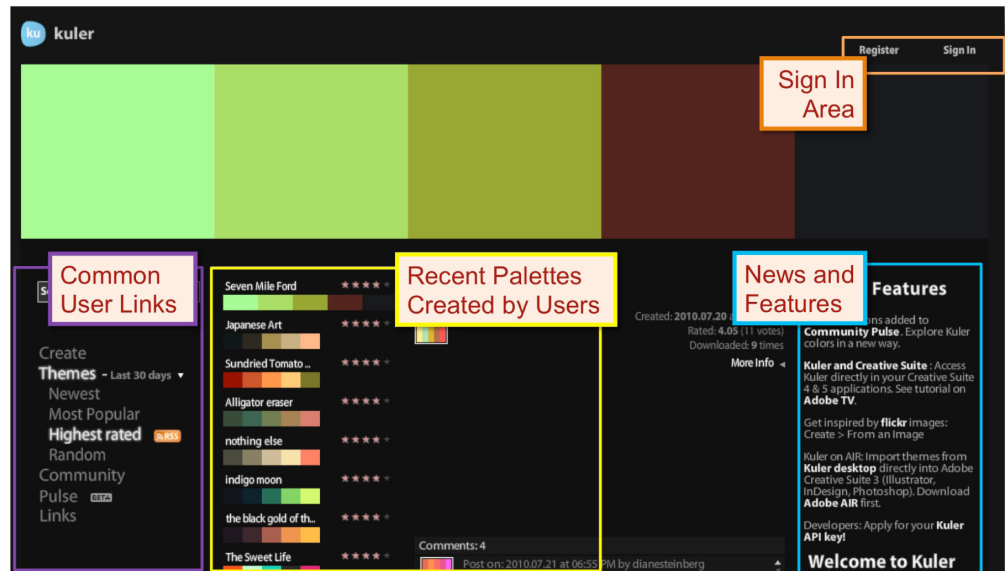
Upload a File – Store a document in a private Dropbox folder. Dropbox also allows you to download an off-line client, that can be accessed and edited from your local machine. However, for public labs, we will use this web-based interface.



Share a Document– Give desired people access to your files. This will allow people you permit to view, edit, and resave a document.



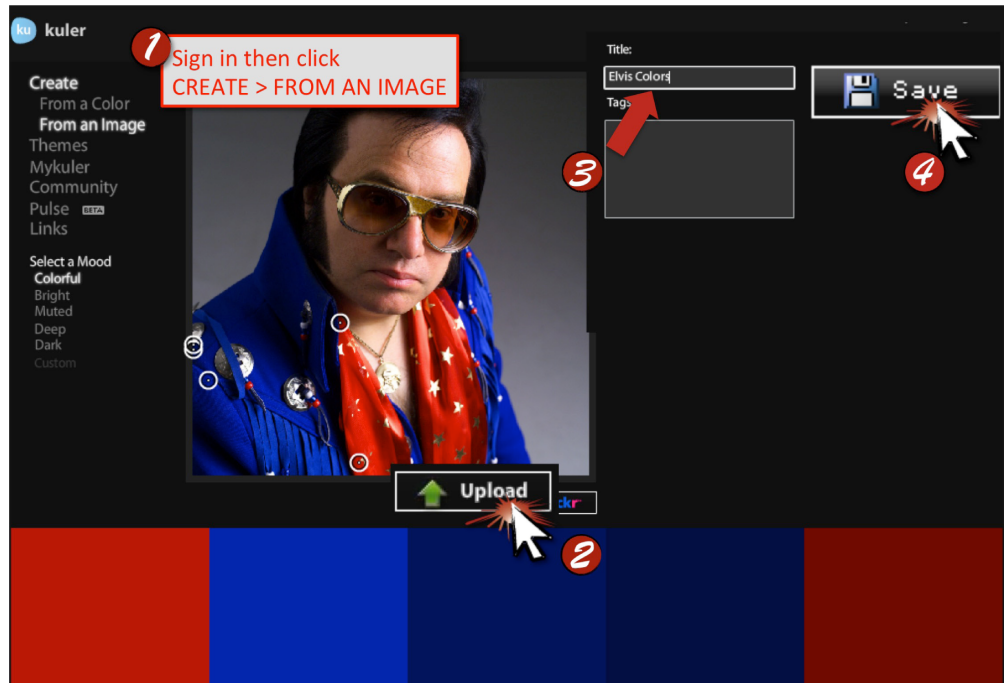
Reveal a Document’s URL– Retrieve the URL of a document on dropbox to link to it in your Gmail account. Do this when adding your signature graphic to your email settings.

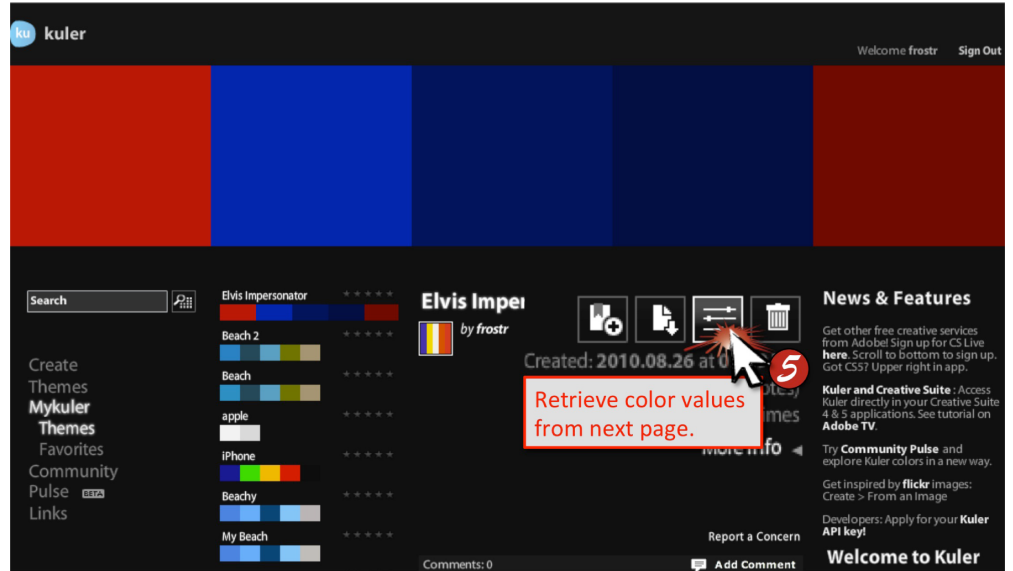


Overview Map of Interface– Reference this map to navigate the Kuler interface.

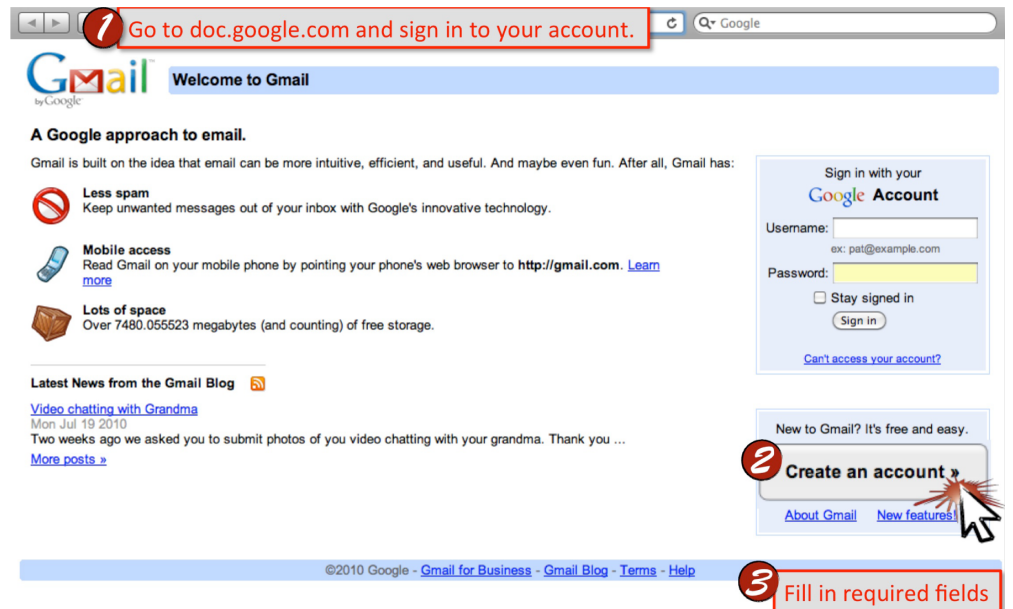


Create an Account – Sign up to get free access to the tools this application offers. Upload an image, retrieve specific colors’ RBG numbers, and use these numbers to create color repetition in your document.

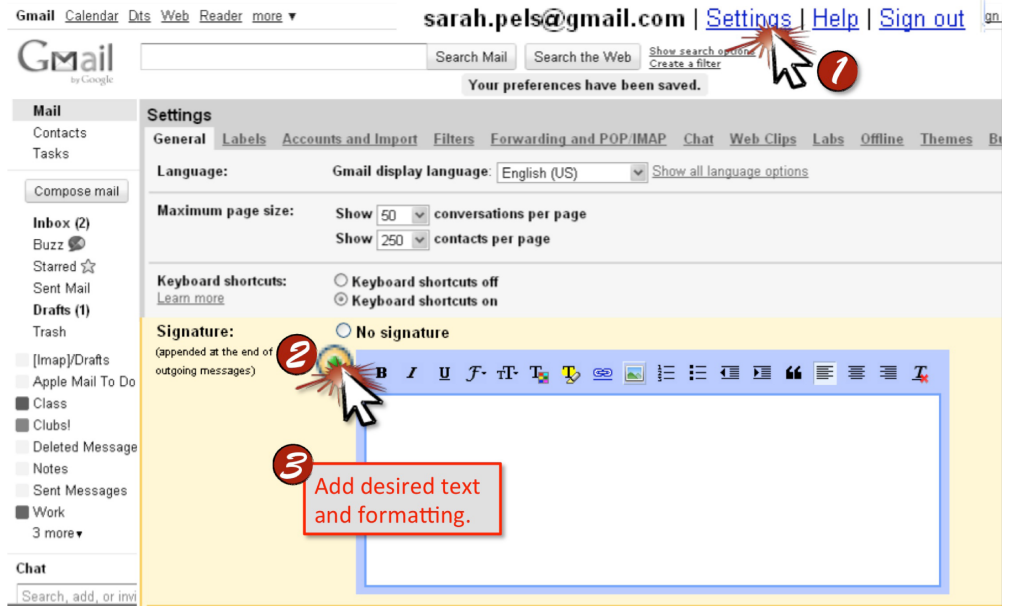




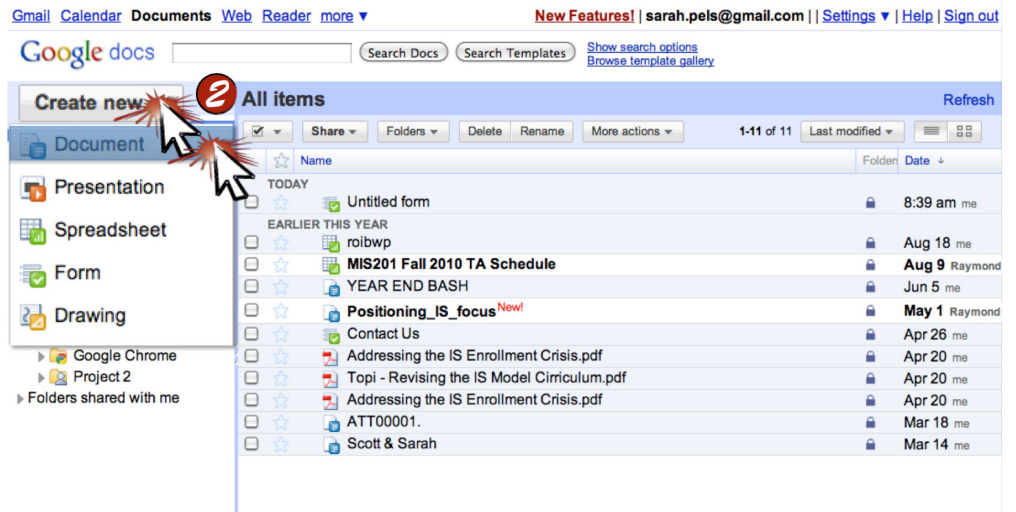
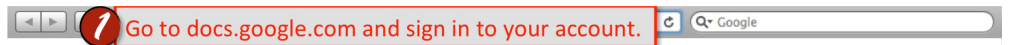
Record Custom Colors– Retrieve a color’s specific RGB numbers to use in PowerPoint. Using custom colors will increase the professionalism and cohesiveness of a document.



Create an Account – Sign up to get free access to the tools this application offers. These tools will allow you to send and receive emails, create a personal calendar, create websites, and give you access to many other applications.

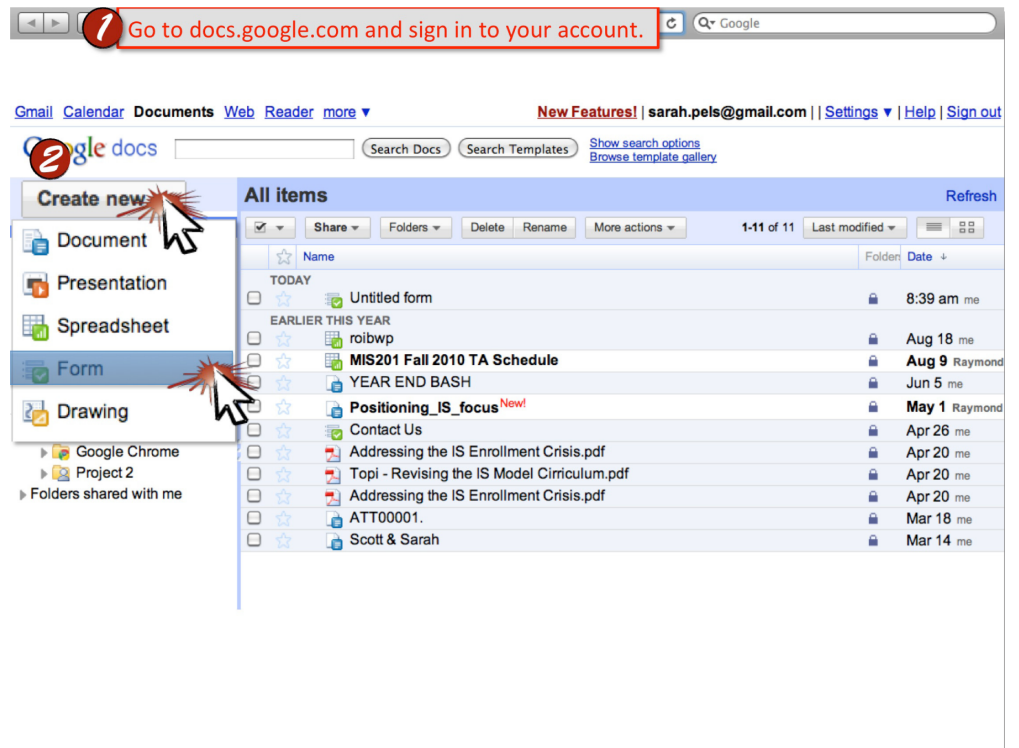


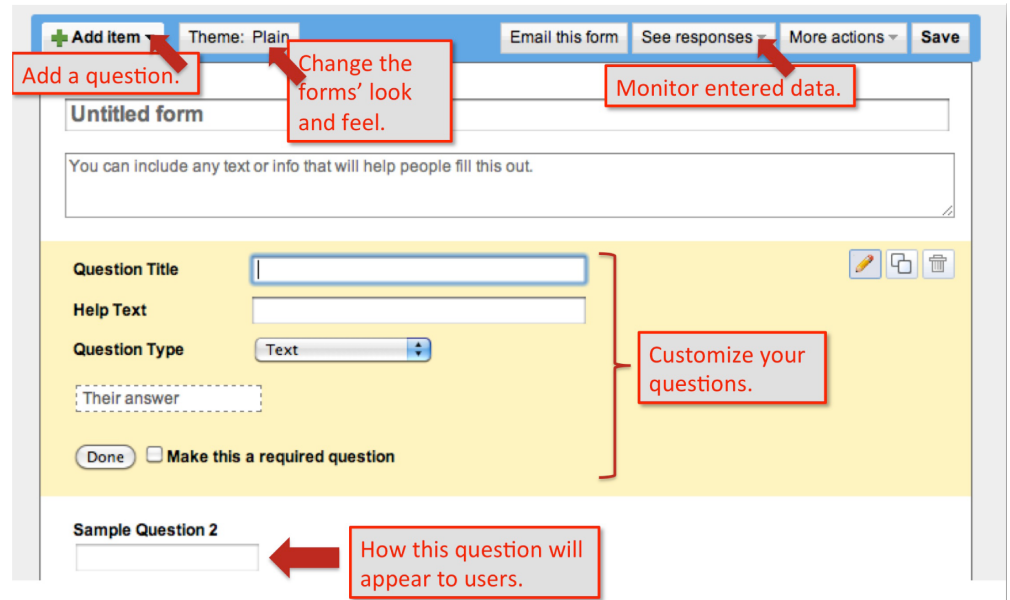
Add a Signature Graphic– Upload a graphic you have created that stores your personal information. This will add functionality and professionalism to your outgoing emails.



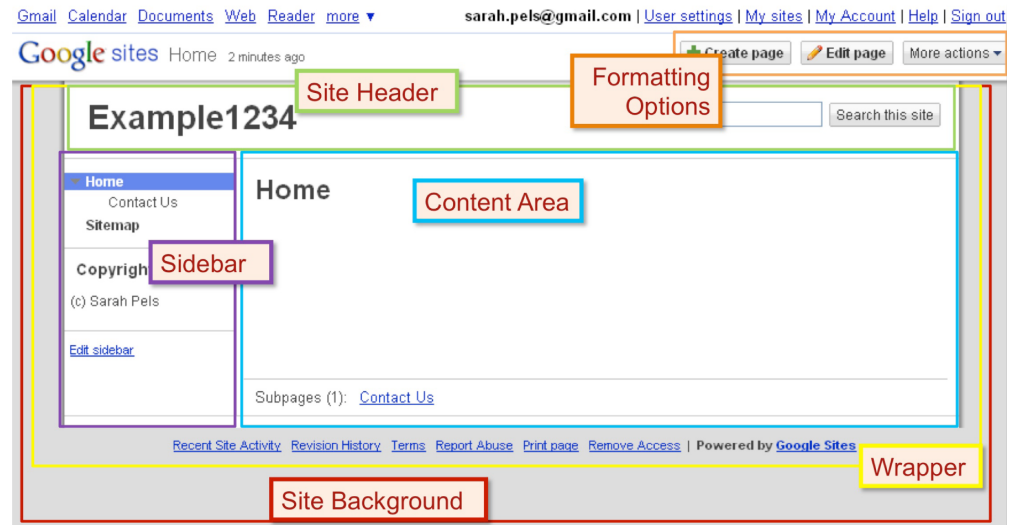


Share a Document– Create a file that is stored on the cloud and invite others to collaborate on the document. The file updates in real time so multiple people can edit at the same time from different locations.

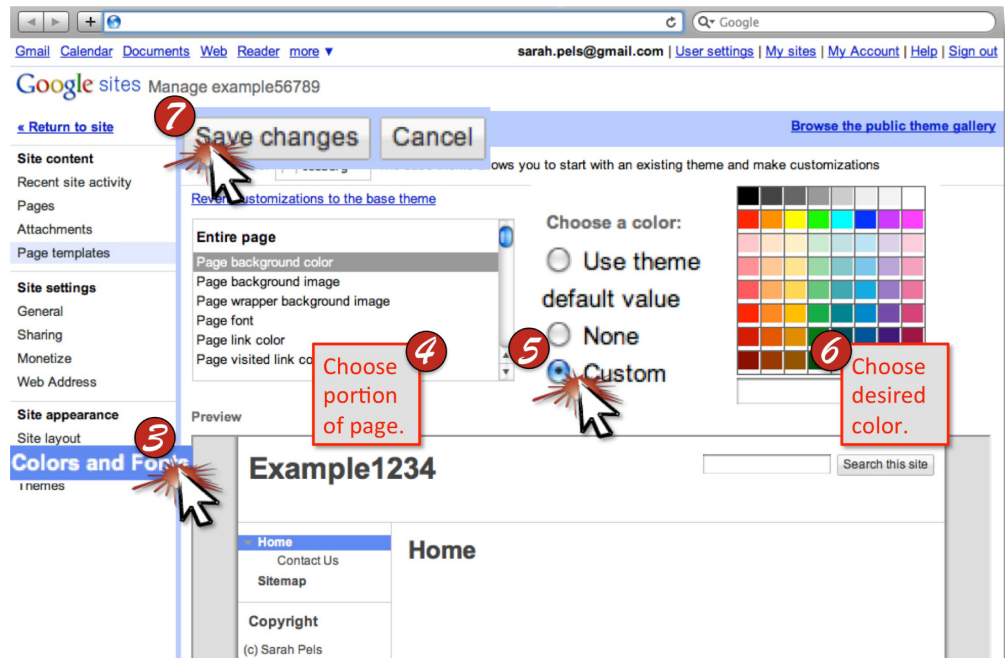
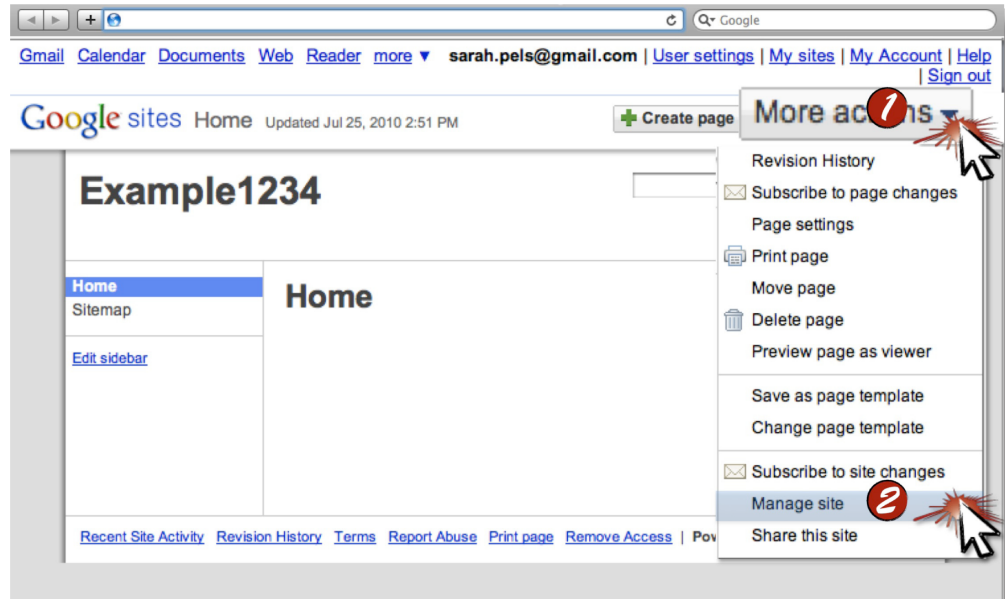




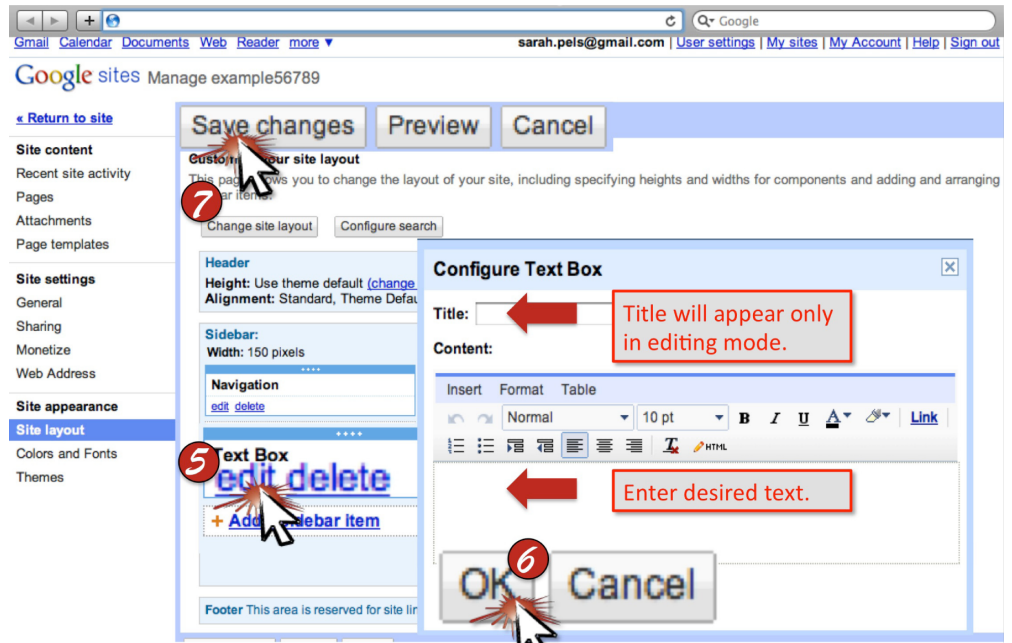
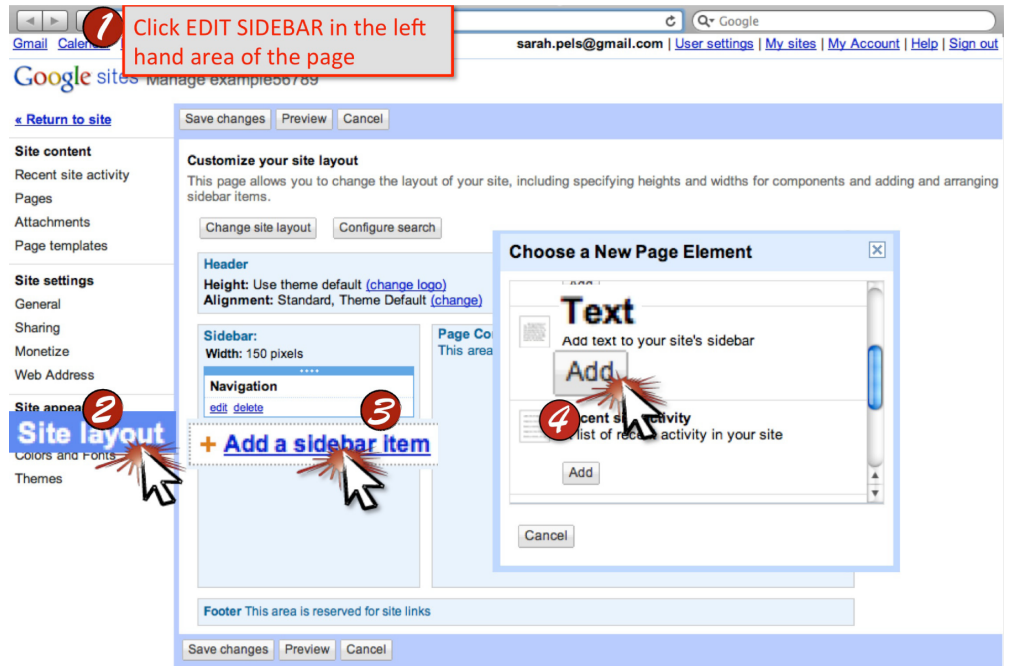
Create a Form— Create a file that is saved on the cloud that can be used to capture data from a website. A form will have a user enter text into customized questions and store their responses for you to access later.



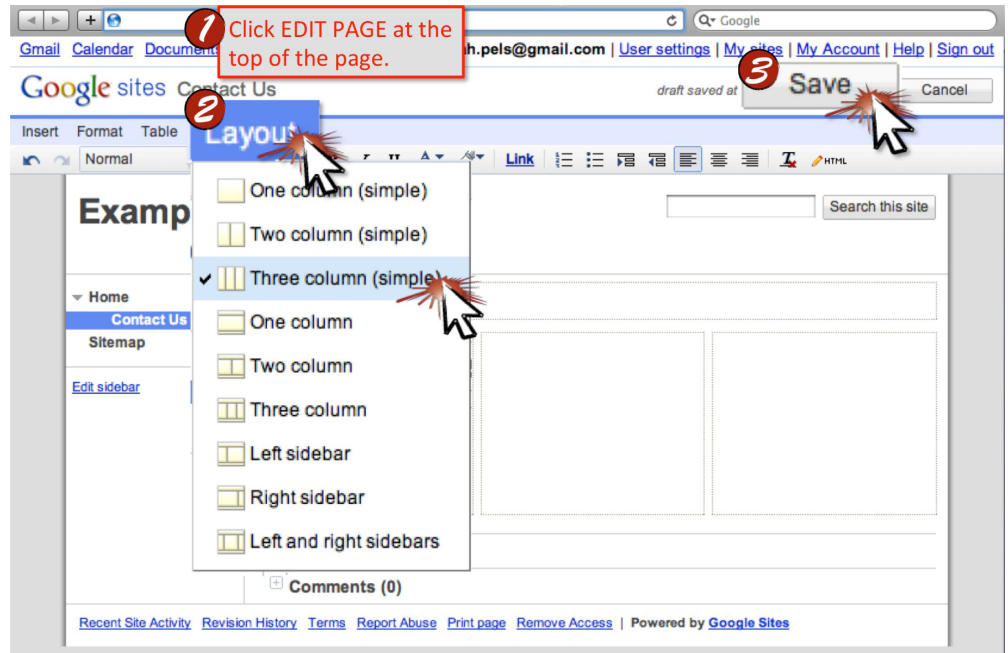
Overview Map of Interface— Reference this map to navigate the Google Sites interface and to understand which portion of the screen will change when you make adjustments to the site.



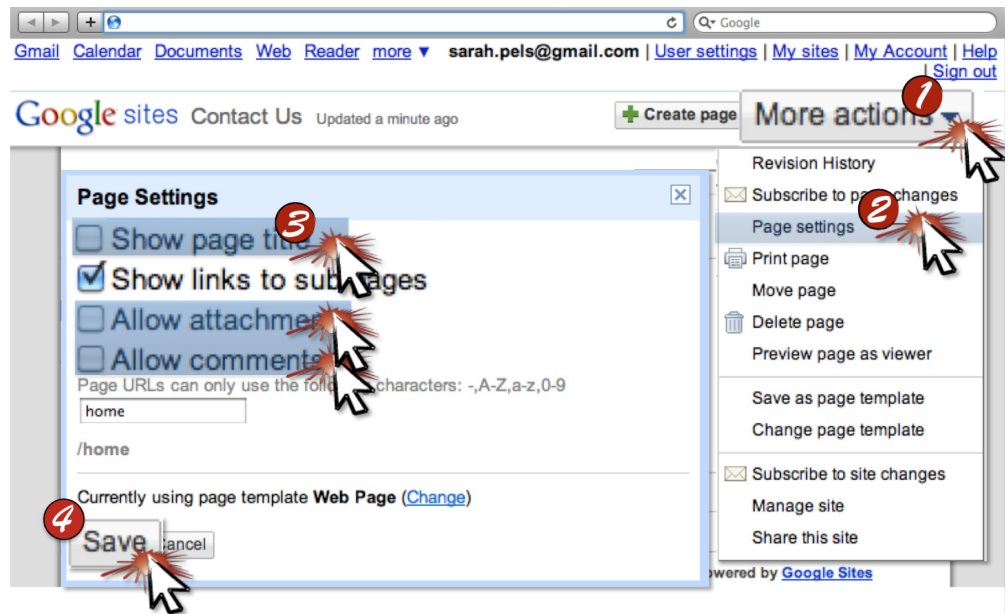
Background Color- Change the background color of your website to create contrast and personalize.



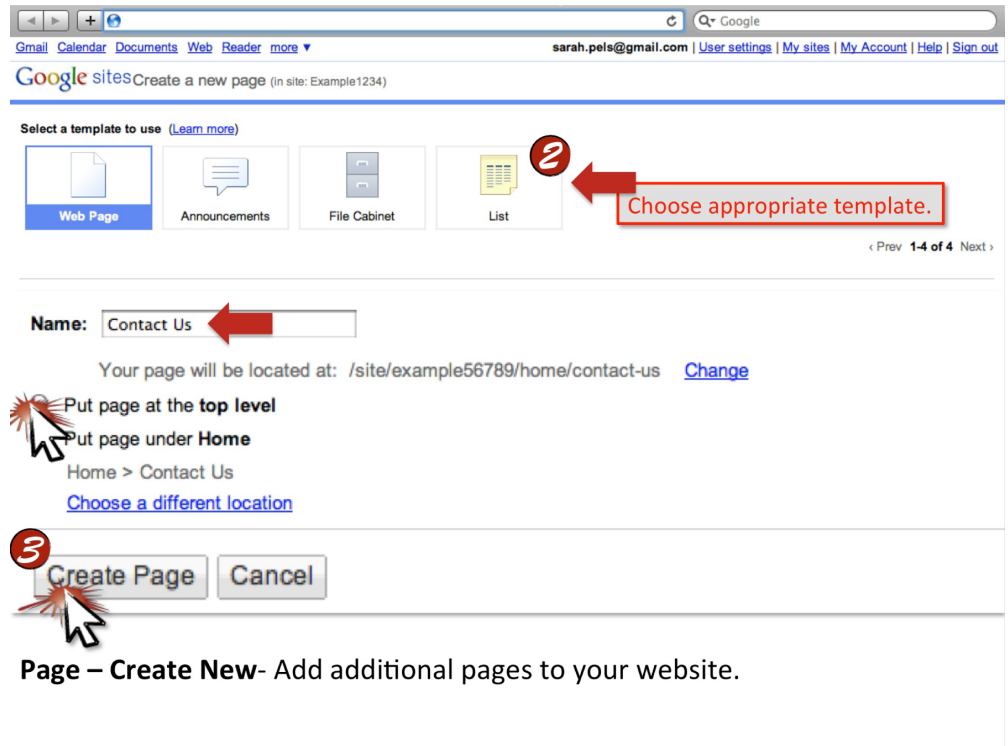
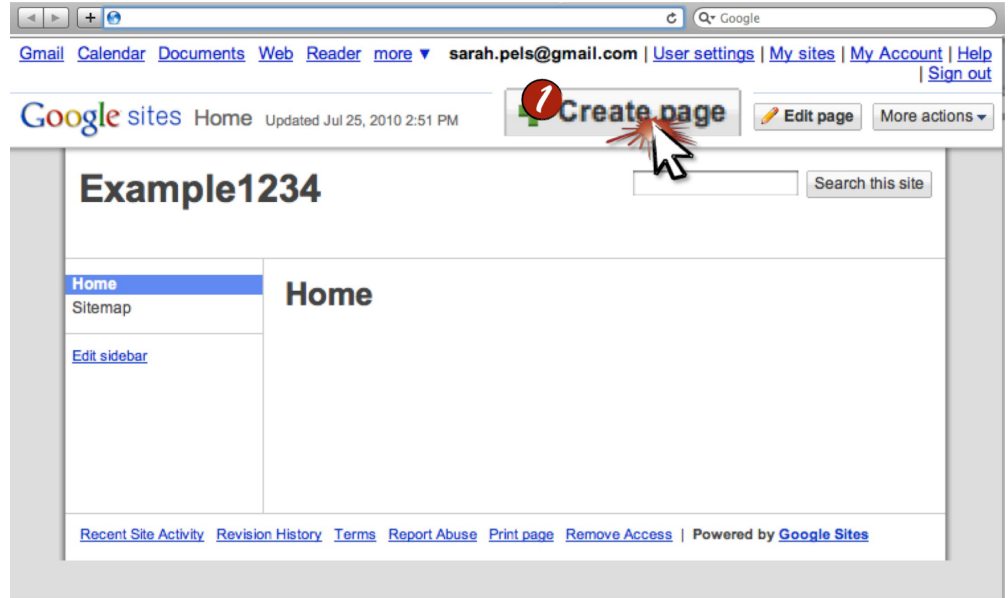
Copyright in Sidebar- Include a copyright symbol accompanied by your name to the sidebar. This addition will ensure the creator received proper credit for the creation of the website.

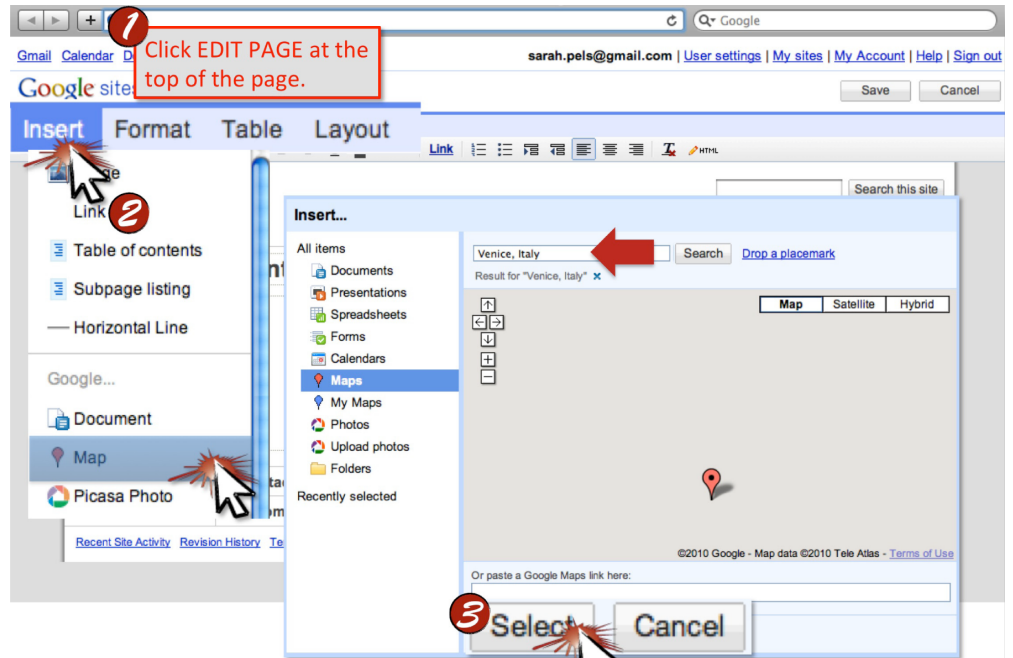


Page Layout- Choose a page layout that fits the needs of your site. This will improve the organization and clarity of your site.

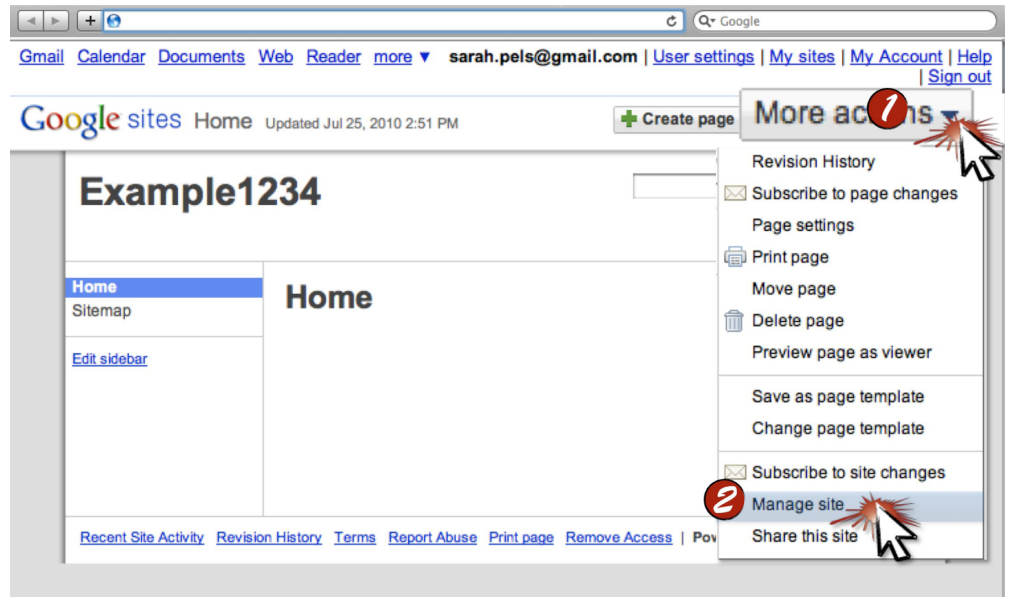


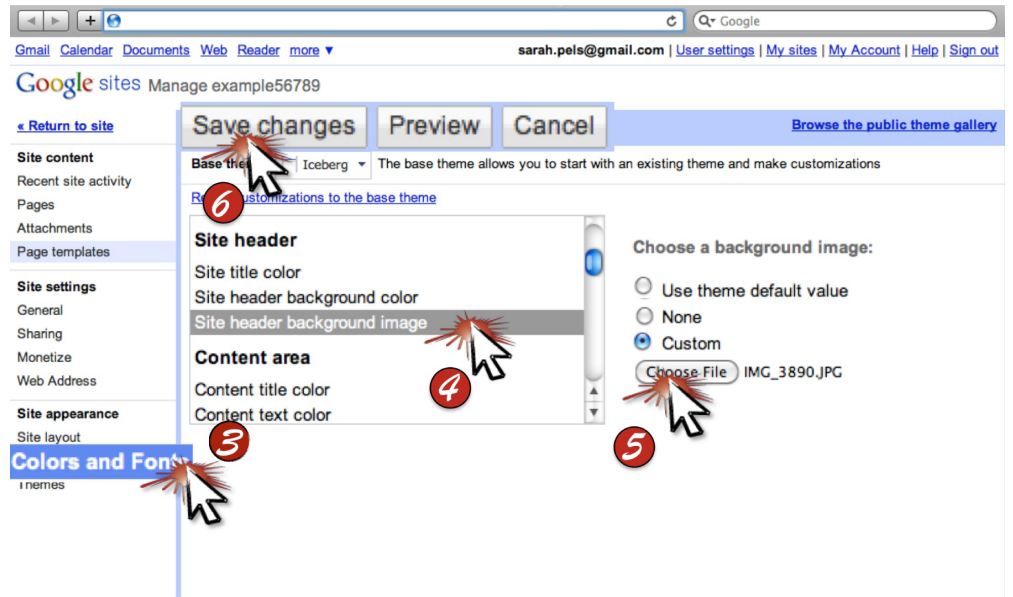
Content – Delete “Comments and Attachments” and the Default Page Title- Delete this default setting from appearing on each page automatically. By eliminating this feature, your site will feel less cluttered.





Gadgets - Insert- Add existing applications to your website. Gadgets will add significant functionality to your site.





Logo - Insert- Include your brand’s logo to the header of your website. Give your website personality and promote your brand.