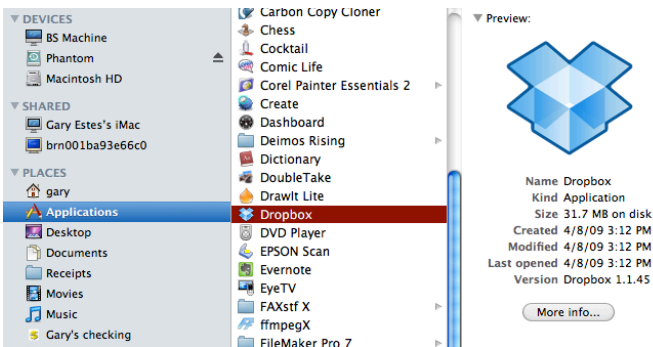To get Dropbox, go to dropbox.com:

Click "Download Dropbox"
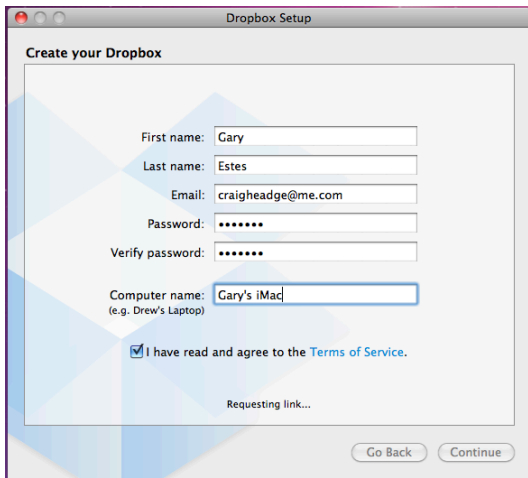

Double click on the downloaded image file, then drag the Dropbox icon onto the "Applications" icon in this window that opens
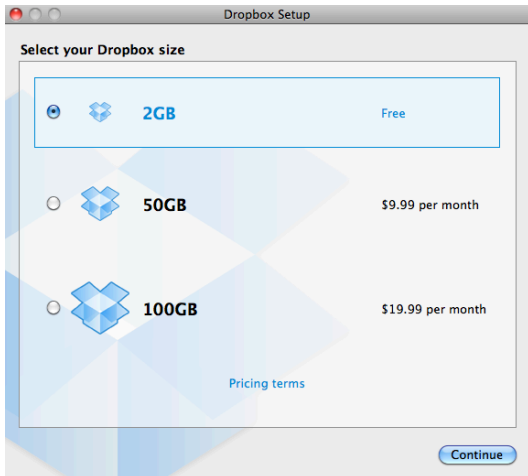

Open a Finder widow, and double click on the Dropbox application in Applications
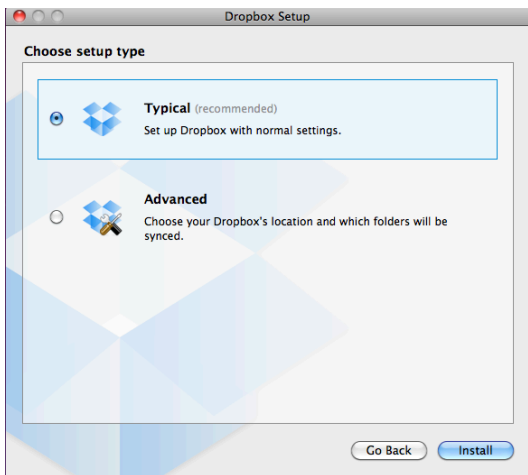

If this is the first time you have opened Dropbox on your first computer, click the "I don't have a Dropbox account" button and click "Continue"
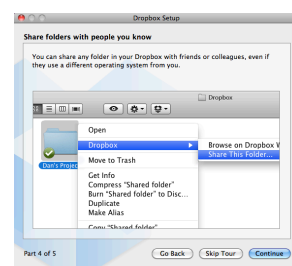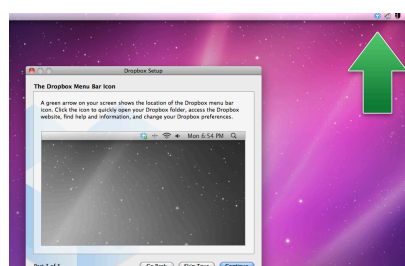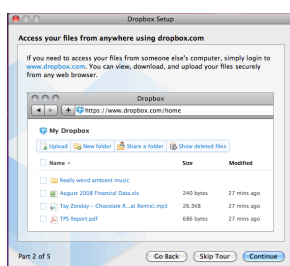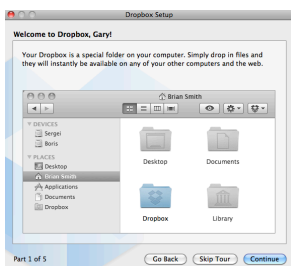
Fill in the blanks, and click "Continue".

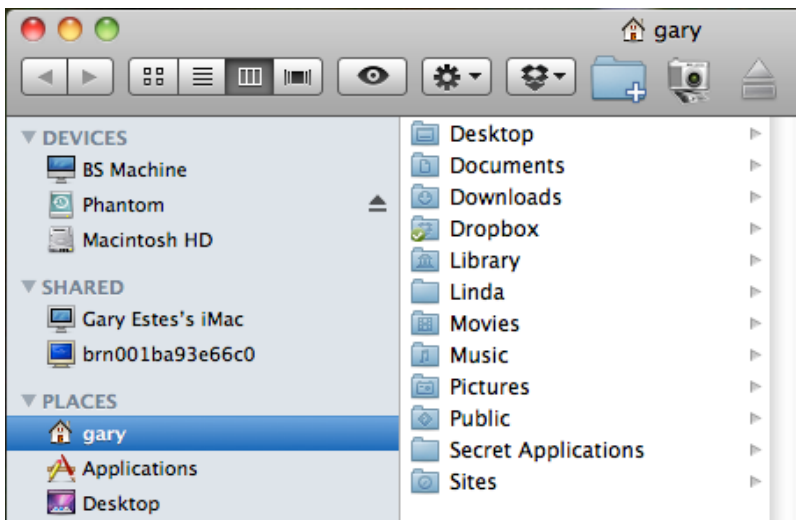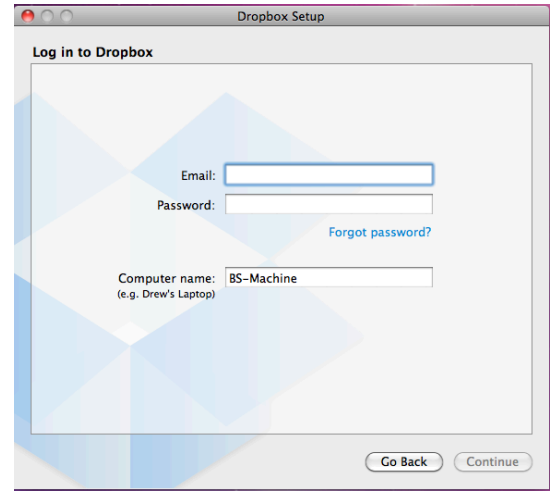You will next be asked to choose the size Dropbox you prefer

Click the "Typical" button, then click "Install"

A series of screens will appear, click "Continue" on each one, then click "Finish" on the last one.
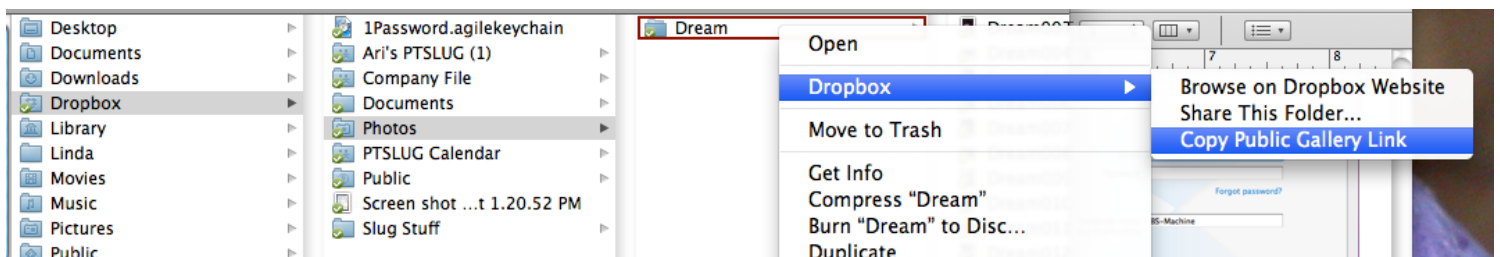
If this is a second computer, and you already have a Dropbox account, click the "I already have a Dropbox account button, & fill in the blanks on the resulting page
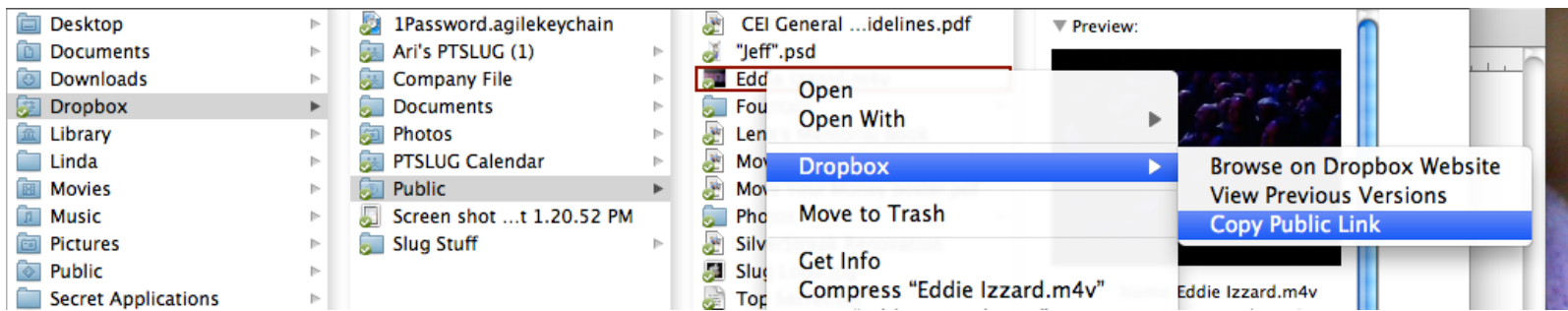

At this point, Dropbox will appear as a folder in your "Home" folder. Anything you drag into this folder (or subfolder created in this folder) will appear on any computer or mobile device you have linked to this account
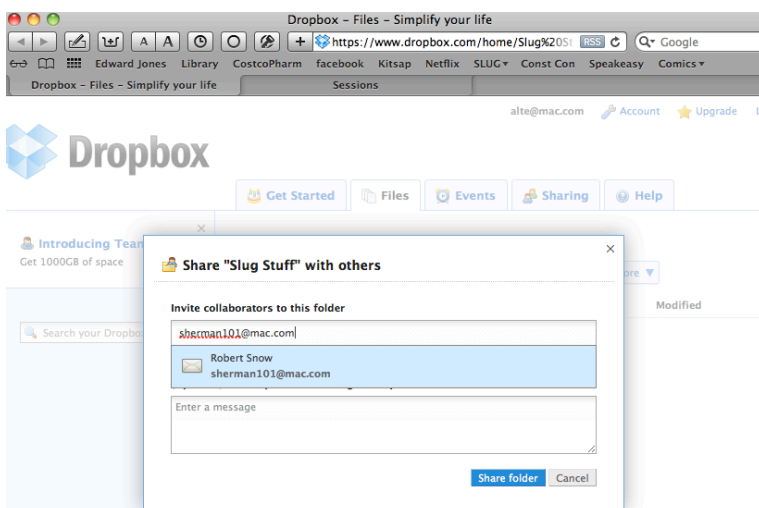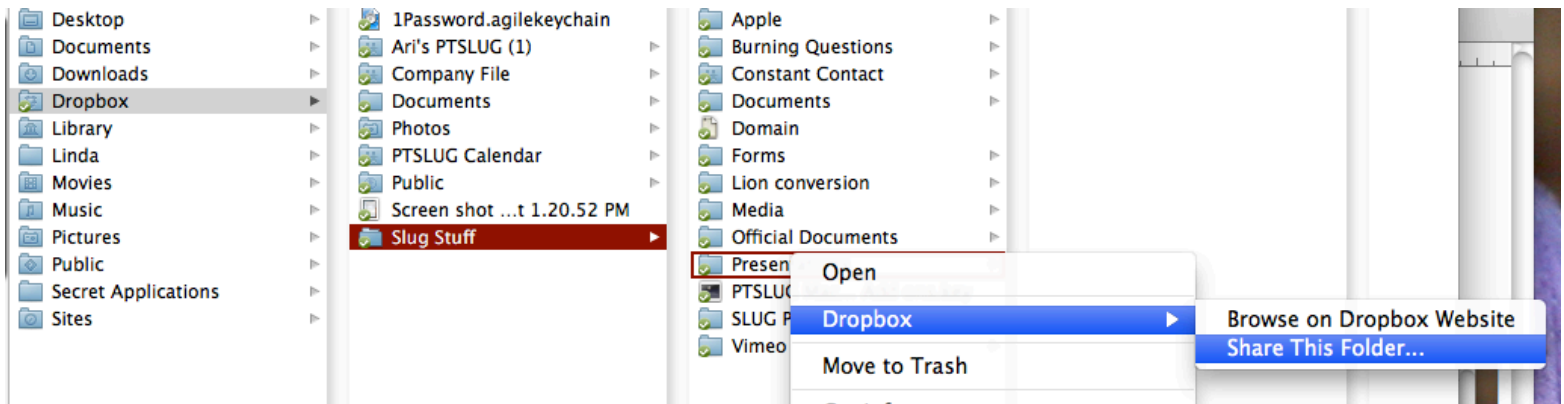
There are three ways to share files and folders in Dropbox with others. The first is for photos only. You can place photos in the "Photos" file, then right or option click on those photos and choose "Dropbox, then "Copy Public Gallery Link" from the resulting pop up window. This link can then be pasted into an email & sent to others.

The second method for sharing folders or files is to again right or option click on the file or folder you want to share. In the resulting pop up menu, choose "Dropbox", then "Copy Public Link". Again, paste this link into an email and send.

Thirdly, if you want to share a folder on a more permanent basis, and have your recipient be able to edit that folder, then right or option click on that folder and choose "Dropbox, then "Share This Folder" in the resulting box.

Your browser window will open and you will be taken to a page on the Dropbox website. Simply fill in the email address (es) of whom you wish to share the folder, then click "Share folder". Before clicking "Share folder", in the "Enter a message" section, you may want to explain why you are asking your recipient to join, and/or give them some instructions on Dropbox usage if you think they may be unfamiliar with Dropbox. This step is optional.