

Step 1: Register with Box

We will send you an email inviting you to register with Box ...

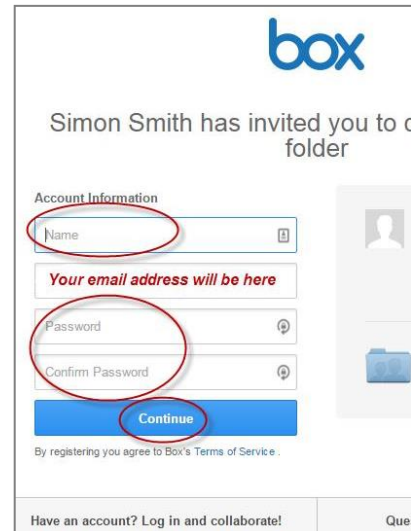
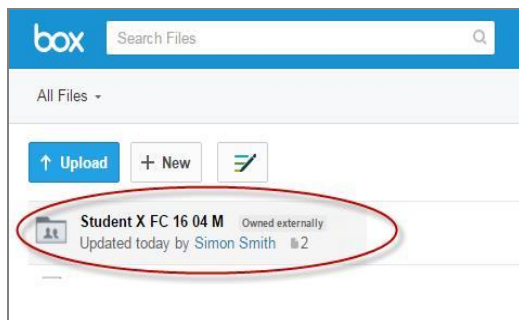
- Click on **'Accept Invite'**



You will be taken to the Box web site and asked to register ...

- Enter your name and a password and click **'Continue'**

You will then see your folder ...

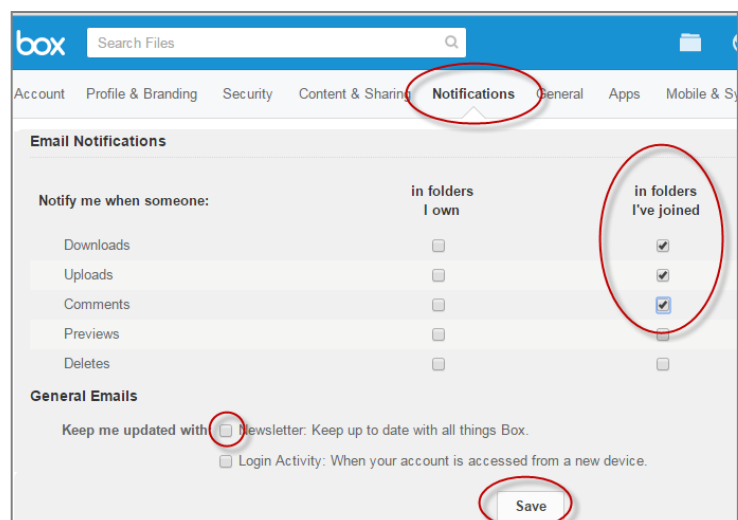


Step 2: Make sure you get notified when your tutor uploads a file

- Click on your name (see example in picture)
- Choose **'Account Settings'**



- Click **'Notifications'**
- Tick the following options ...
 - **'Downloads'**
 - **'Uploads'**
 - **'Comments'**
- We suggest you untick **'Newsletter'**
- Click **'Save'**



You are done