About inSync Share

Overview

With inSync Share, you can share files and folders between your devices and other inSync users and guest users. The inSync Share folder is the home directory for your shared data. You can also access the contents of your inSync Share folder by using the inSync Web.

Using inSync Share, you can perform the following tasks:

- Share files and folders between your devices and other inSync users.
- Sync files and folders on your devices that have inSync installed.
- Share content with other inSync Share users.
- Share content with non inSync Share users, who are also called as guest users.
- Share download links for files on your device.
- Share view only links for files on your device.

Note: If you cannot use the inSync Client or perform a specific task, contact your administrator to activate the inSync Client or obtain specific permissions.

Types of folders within inSync Share

The following table lists the types of folders across which content is distributed in your inSync Share.

<table>
<thead>
<tr>
<th>Folder type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Share folders</td>
<td>Folders that you share with other users or folders that other users have shared with you. You can access these folders by using inSync Web. If you sync these folders to your devices, you can also access these folders from the inSync Share folder on your laptop.</td>
</tr>
<tr>
<td>Sync folders</td>
<td>Folders that you did not share with anyone. You can access these folders by using inSync Web. You can also access these folders from the inSync Share folder on your laptop.</td>
</tr>
<tr>
<td>Workspaces</td>
<td>Folders that your administrator created to share content with different people who have the</td>
</tr>
<tr>
<td>Folder type</td>
<td>Description</td>
</tr>
<tr>
<td>-------------</td>
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<tr>
<td></td>
<td>permissions. You can access these folders by using inSync Web. If you sync these folders to your devices, you can also access these folders from the inSync Share folder on your laptop.</td>
</tr>
</tbody>
</table>

Quota Usage on inSync Share

User's quota usage

Your quota defines the maximum amount of data that you can back up or share on your devices. It also defines the maximum data that the backup folders and inSync Share folder can contain across your devices. Here are some scenarios to consider for quota usage:

- When you install the inSync Client on multiple devices, the inSync Master considers the contents of your inSync Share folder only once when it calculates the inSync Share folder quota usage.
- When you create and share a folder, and add files to the folder, the contents of the folder is considered as part of your quota usage.
- When your collaborators add files to your shared folder, this is considered in your quota usage. If you add files to folders that other people have shared, this does not affect your quota usage.
- When you share a folder with other users, but you do not sync this folder to your laptop, this folder does not appear inside your inSync Share folder, but it is considered as part of your quota usage.

When the user's quota for data backup is reached, then the user receives the Storage quota reached error message. The user can then request the administrator to increase the user quota. For more information about how an administrator can update the user quota for data backup, see Assign user quota for data backup.

Organization's quota usage

The organization's quota defines the maximum amount of data that users from that organization can back up or share on their devices. Following are some scenarios to consider for the quota usage of an organization:

- When the administrator creates a workspace, the contents of the workspace is considered as a part of the organization's quota usage and not as a part of individual user's quota usage.
- When the administrator configures the backup the user's SaaS Apps data, the cloud apps data is considered as a part of the organization's quota usage.

When the organization's quota for data backup is reached, then the users receive the Storage quota reached error message when performing any backup or share operations. In this case, the administrator must contact Druva Sales to increase the organization's quota.