

# Fire Station [www.firestationsoftware.com](http://www.firestationsoftware.com)

An affordable easy to use computer program for record keeping at your fire department



## How to share a Fire Station database using Dropbox or OneDrive

**Dropbox** and **OneDrive** (formally **SkyDrive**) are file hosting services that offer cloud storage, file synchronization, and client software. They allow users to create a special folder on each of their computers, which is synchronized so that it appears to be the same folder (with the same contents) regardless of which computer is used to view it. You can use this folder to store your Fire Station database so you can enter data on one computer and it will be automatically transferred to another computer.

The first step is to install **Dropbox** or **OneDrive**. You can get them at <https://www.dropbox.com> or <https://onedrive.live.com/about/en-us/download/>.

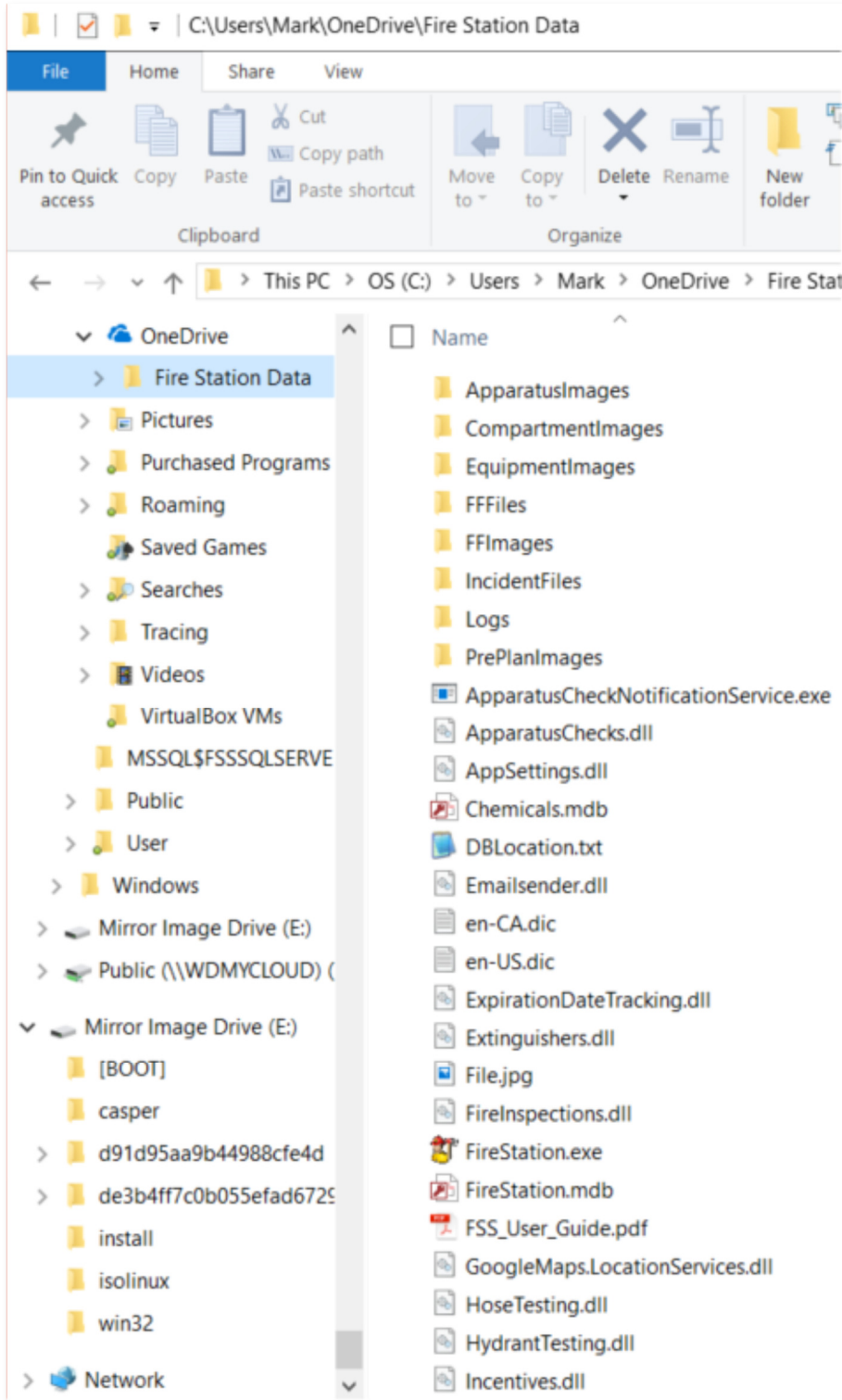
Once you download the client and install it, you can copy your Fire Station data files by right-clicking on the Dropbox or OneDrive icon in the System Tray and selecting **Open Dropbox folder** or **Open your OneDrive folder**.



When that folder opens, create a new folder called **Fire Station Data**. The next step is to copy files from the Fire Station installation folder (C:\Fire Station Software\Fire Station). Copy all the files and subfolders (like ApparatusFiles, IncidentFiles, PrePlanImages, etc.). When you are done, the **Fire Station Data** folder will look something like this.

# Fire Station [www.firestationsoftware.com](http://www.firestationsoftware.com)

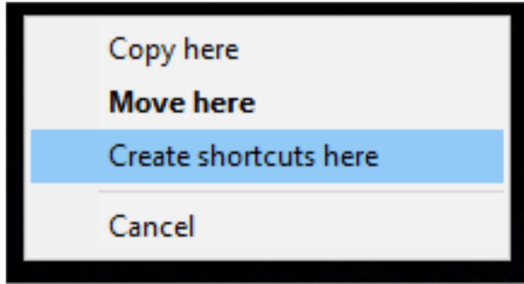
An affordable easy to use computer program for record keeping at your fire department



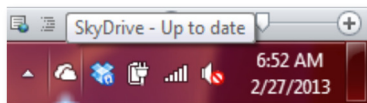
Next, you will need to create a shortcut to the Fire Station program on your Desktop. Right-click and drag the FireStation.exe file to the Desktop, then select **Create shortcuts here**.

# Fire Station [www.firestationsoftware.com](http://www.firestationsoftware.com)

*An affordable easy to use computer program for record keeping at your fire department*



The limitation of using Dropbox and OneDrive to share the database is that only one person at a time can be using the program. Ensure Dropbox or OneDrive is done synchronizing before using Fire Station on another computer by hovering over the System Tray icon and looking for the message that all files are up to date.



Fire Station Software, LLC is not responsible for lost data or any other direct or indirect damage caused by using any third-party file syncing software.

## **CONTACT INFORMATION**

Fire Station Software, LLC  
P.O. Box 254  
Spencer, WV 25276  
888-809-2673  
[support@firestationsoftware.com](mailto:support@firestationsoftware.com)