

Which collaboration tool is right for me?

Notre Dame faculty, staff and students can take advantage of several free collaboration tools. The best choice for you depends on your specific needs and preferences.

Consult your department IT staff or contact the OIT Help Desk to learn more about any of these tools.

	Google	Box	Sakai
Do you need to store highly sensitive information? (See CorpFS below.)	✗	✗	✗
Do you need to manage a class or course and share information with students?	✓	✓	★
Do you need a shared folder for your project, team, or department?	!	★	✗
Do you need to collaborate on a document with another user in real-time?	★	!	✗
Do you need to store, share, and collaborate on files with users outside of ND?	★	✓	✓

★ Recommended solution ! Partial support



Google Apps is a suite of cloud tools that allow you to create and store documents, collaborate, and synchronize files across devices. Google also offers a full suite of office tools such as docs, spreadsheets, and presentations.

Sample Uses

- Create a survey that saves responses to a spreadsheet.
- Edit a proposal document with a colleague at the same time.

google.nd.edu



Sakai is a collaboration and learning environment that facilitates teaching, learning, and assessment. Faculty can share files with students, conduct online quizzes/tests, and manage a gradebook.

Sample Uses

- Create individual “dropboxes” for students to submit assignments.
- Manage grades for a course.

sakai.nd.edu



Box is a collaboration and storage service accessible from any browser on any device. Collaborate on folders and files with colleagues inside and outside of Notre Dame.

Sample Uses

- Install the Box app on any mobile device for easy access to content.
- Use BoxNotes to collaborate simultaneously in real-time with others.

box.nd.edu

Other Specialized Options

Business intelligence or workflows



CorpFS for highly sensitive information



Back up desktops or laptops



Need more help?

A full comparison of collaboration services can be found at:

oithelp.nd.edu/shared-file-space

Contact

OIT Help Desk
(574) 631-8111
oithelp@nd.edu

