Import Dropbox Docs into Unassigned Docs

SUMMARY

Learn how to import documents from Dropbox.

Short version: 1) Open the Unassigned Docs page. 2) Click "Import from Dropbox" from the left menu. 3) Select documents to import and click "Choose" to complete the import.

Import Docs from Dropbox

To import docs from Dropbox:

1 **Click [Unassigned]** from the top menu.

2 **Click [Import From Dropbox] from the left menu.**

3 **Select the documents you'd like to import and click [Choose].**Your document will be uploaded to Unassigned docs.