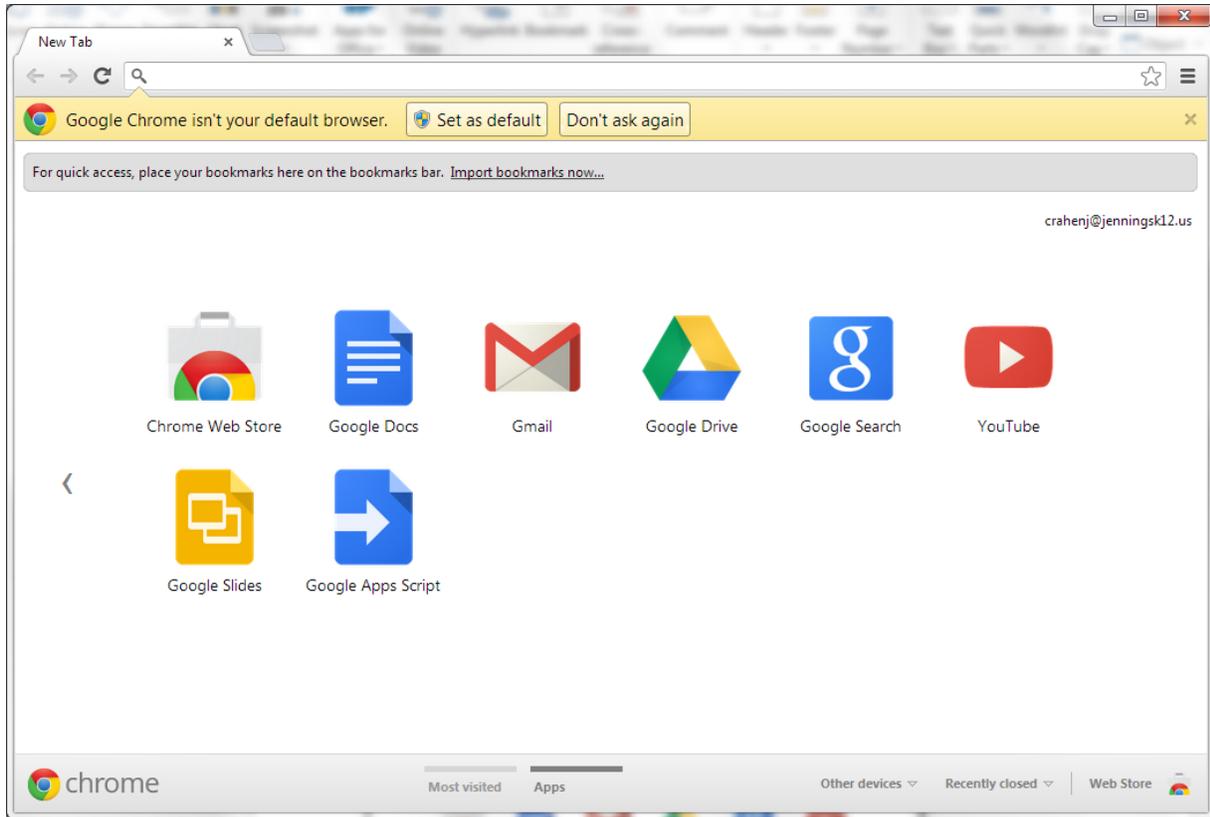
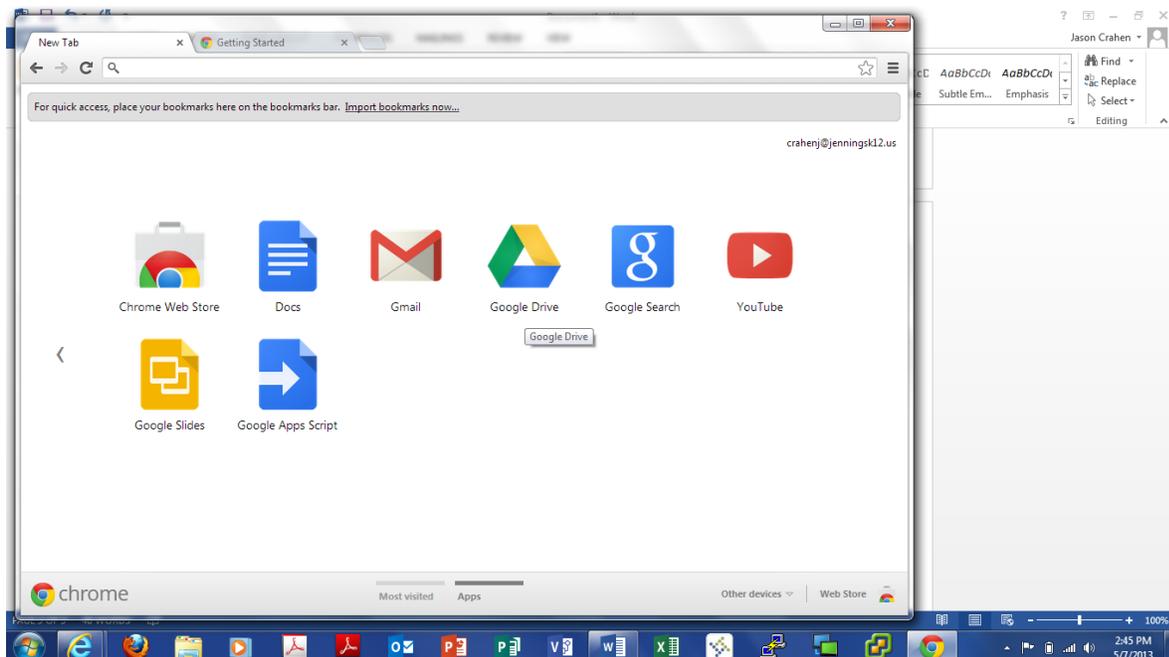


To install Google Drive:

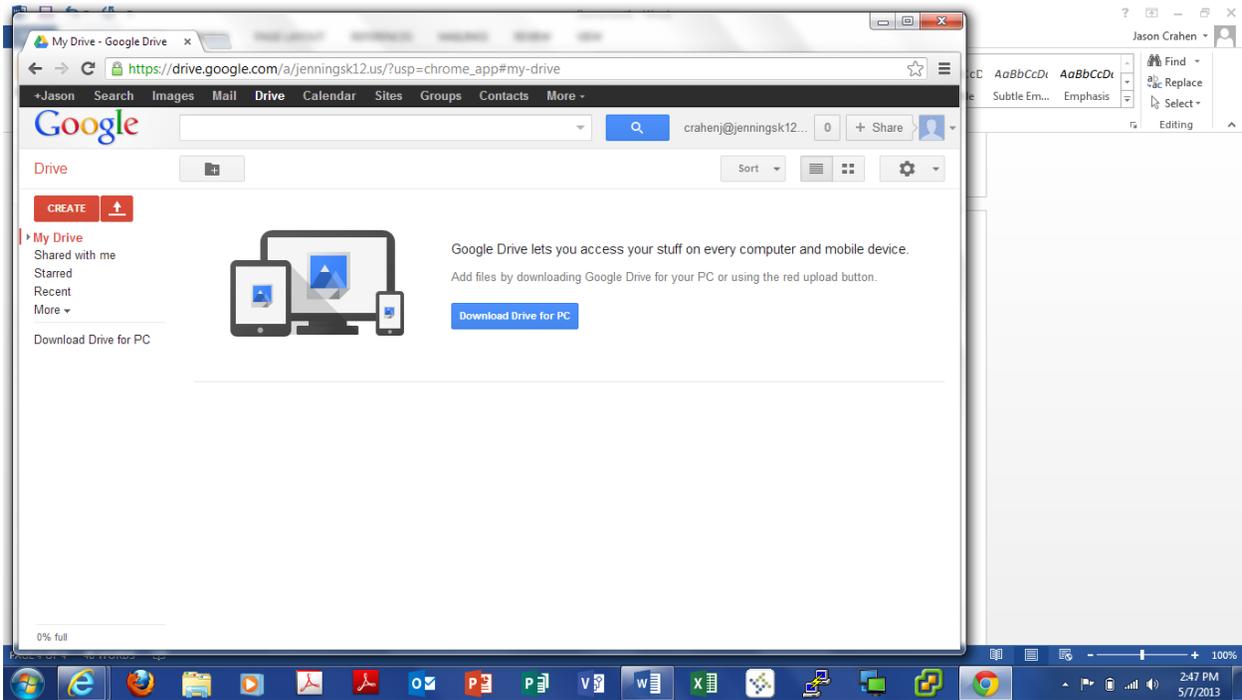
1. Open the “Google Chrome” browser.
2. Click on the “Don’t ask again” button.



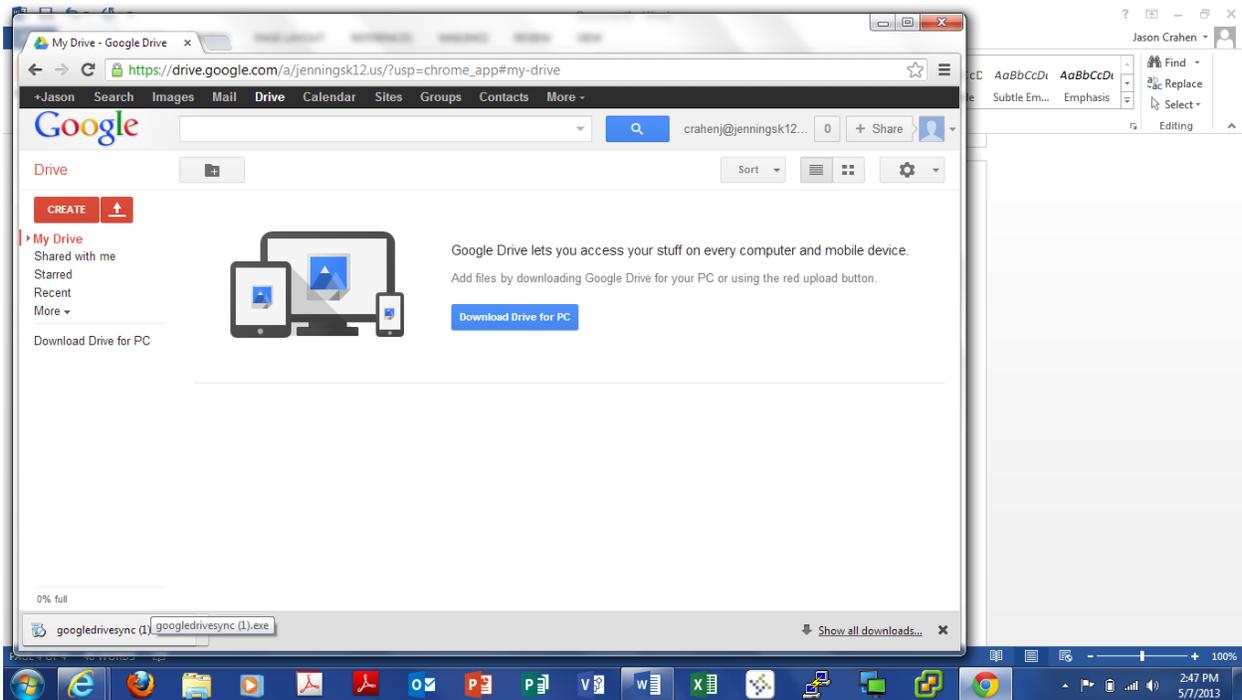
3. Click on the “Google Drive” icon.



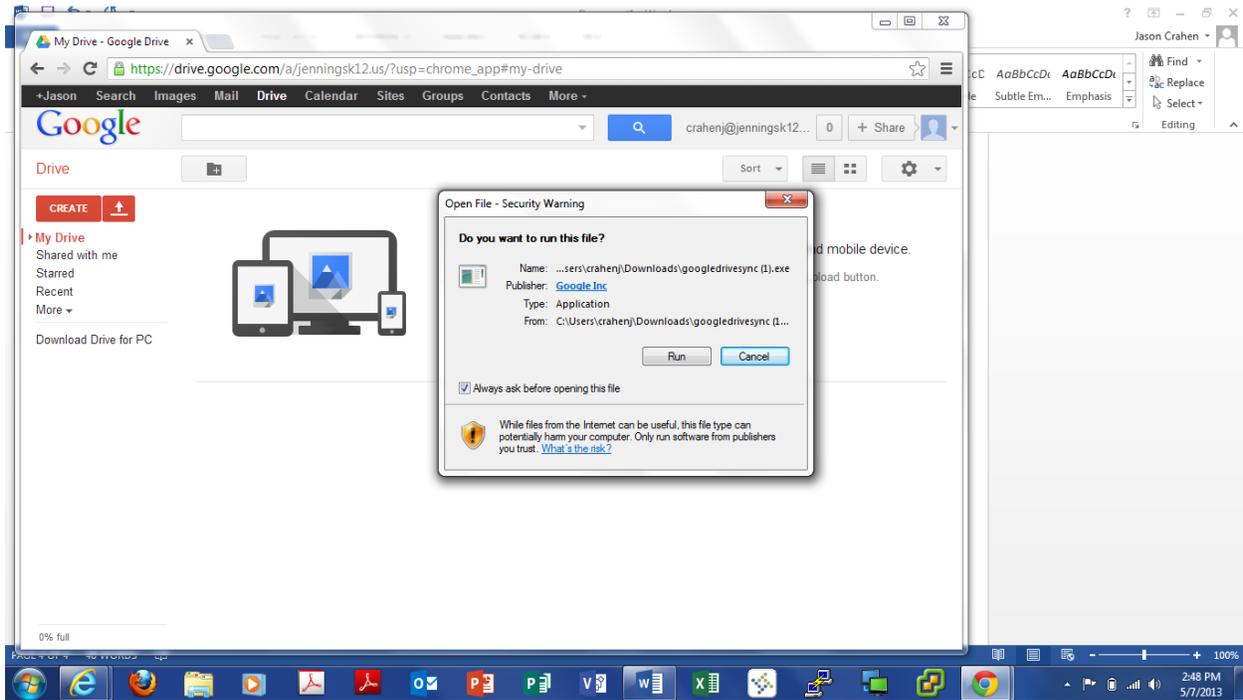
4. Click on the blue “Download Drive for PC” button.



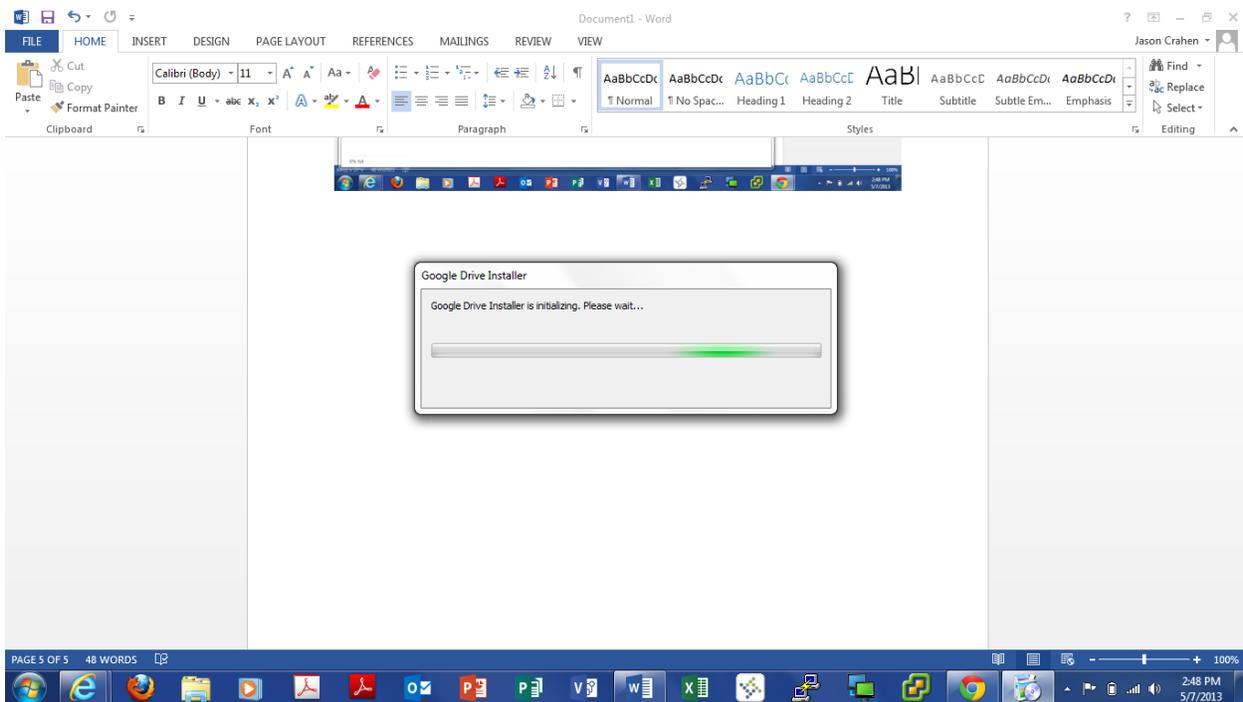
5. At the bottom left corner of the screen Click on the “googledrivesync” button.



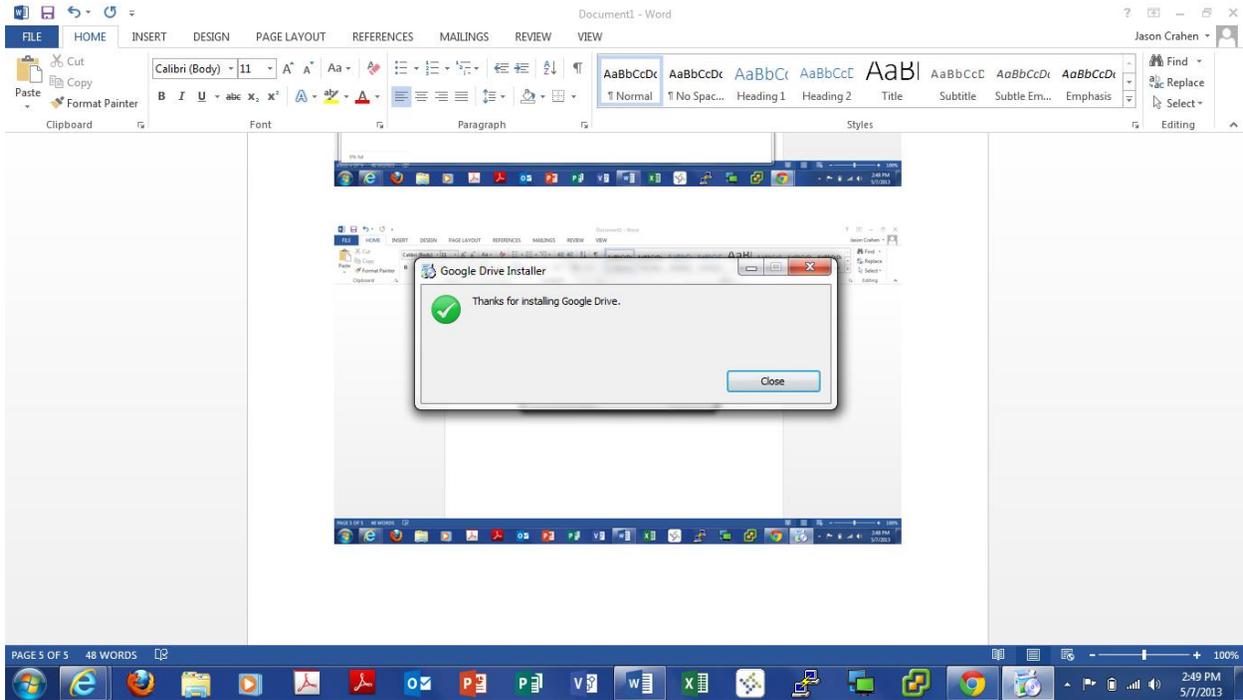
6. Click on the "Run" button.



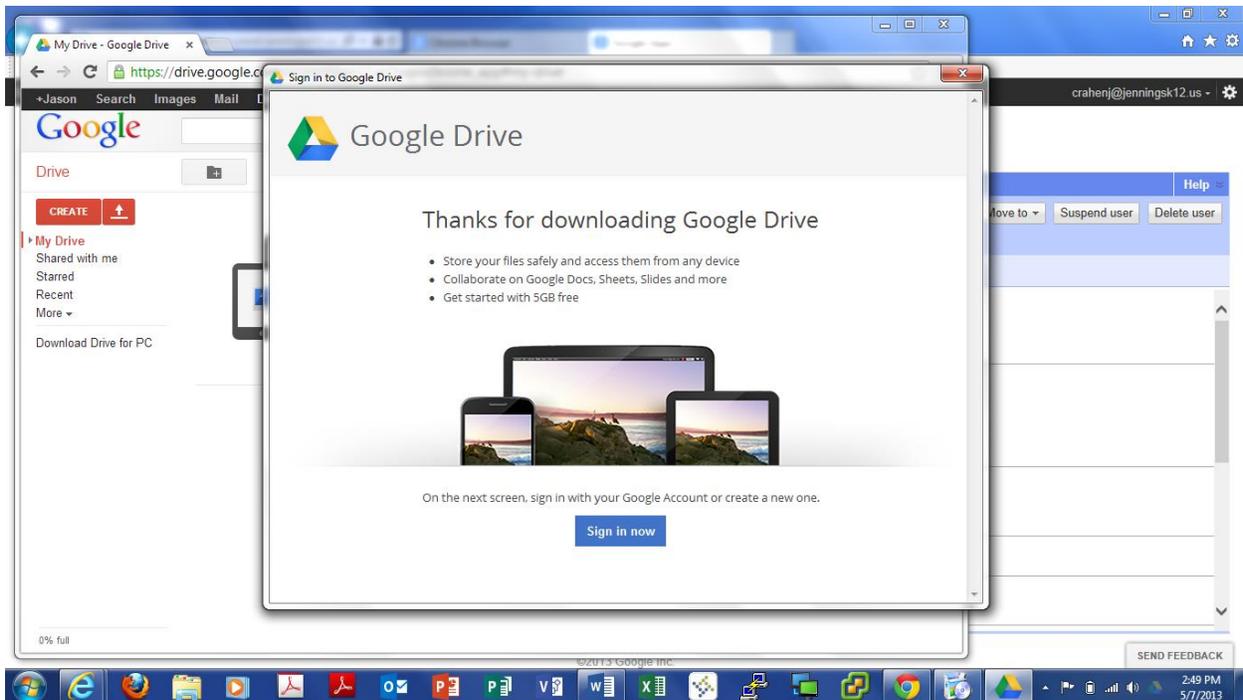
7. Wait for the installer to finish running.



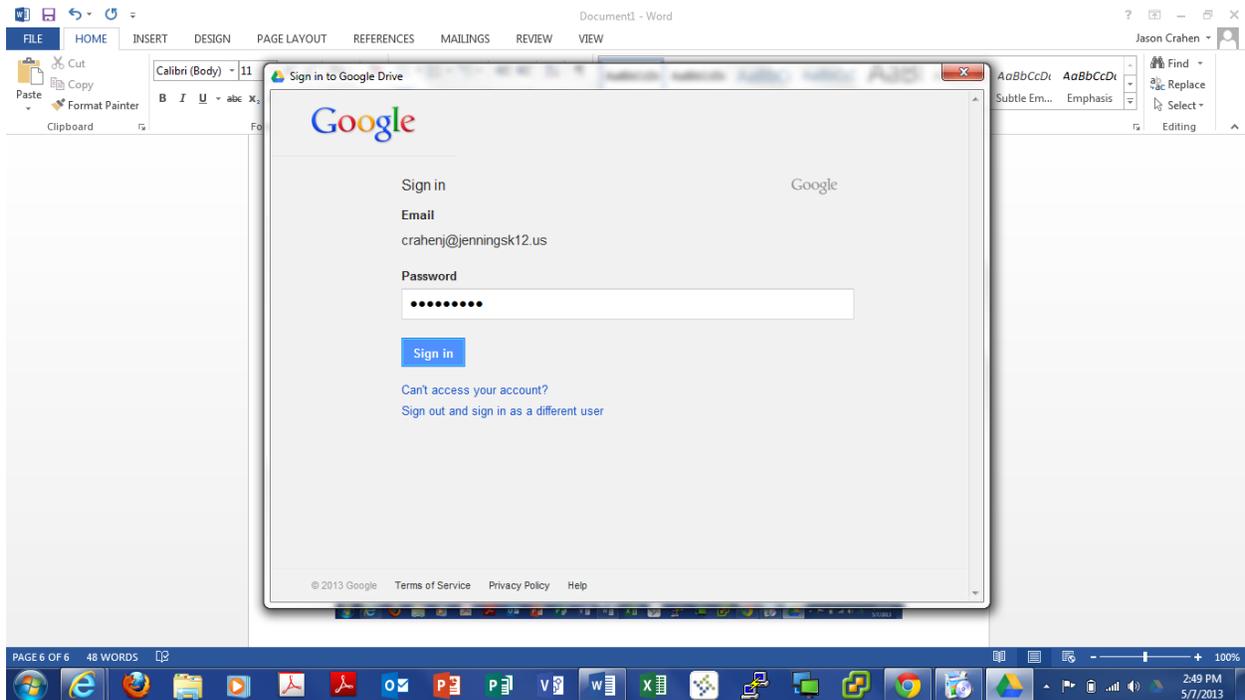
8. Click on the "Close" button.



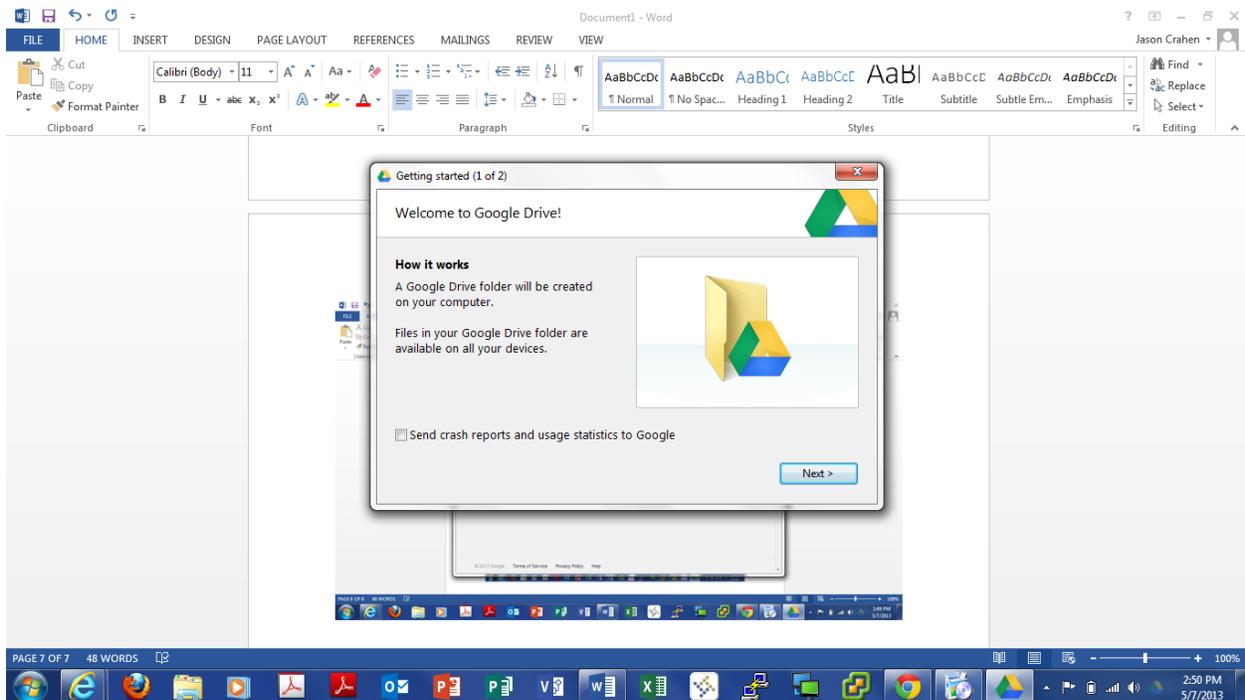
9. After the install, click on the "Sign in now" button.



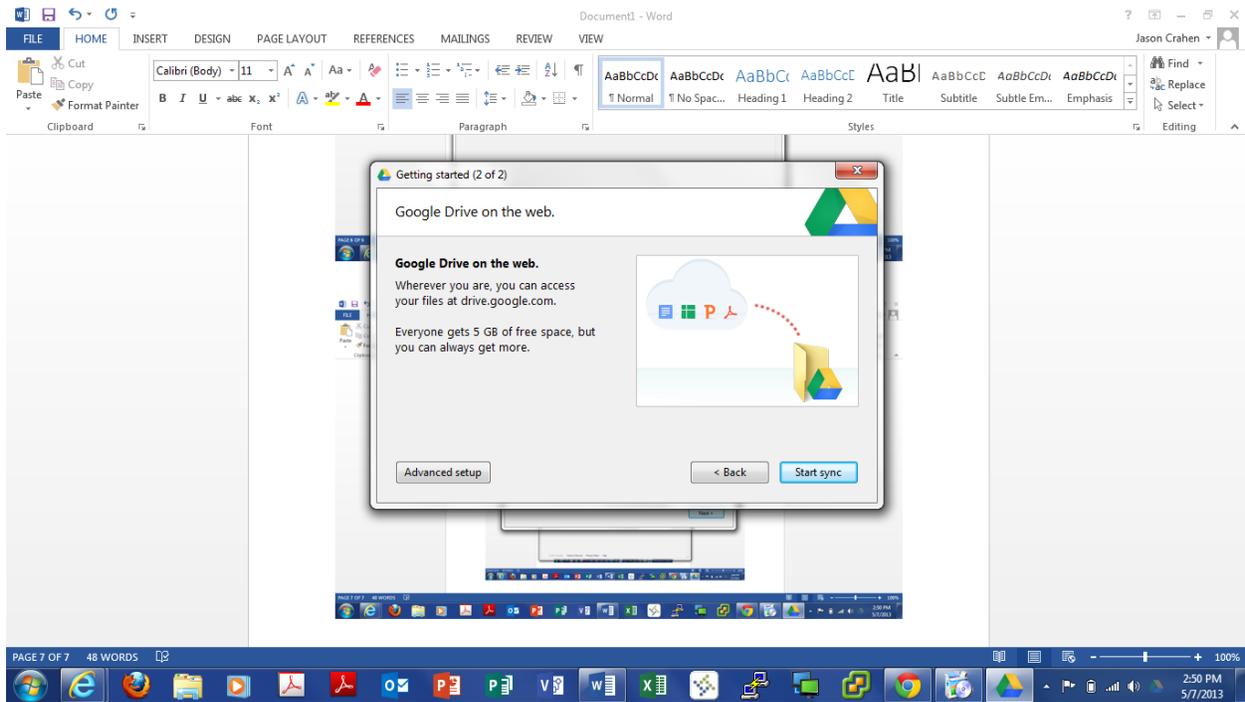
10. Sign in. Your username is your last name, first initial @jenningsk12.us.



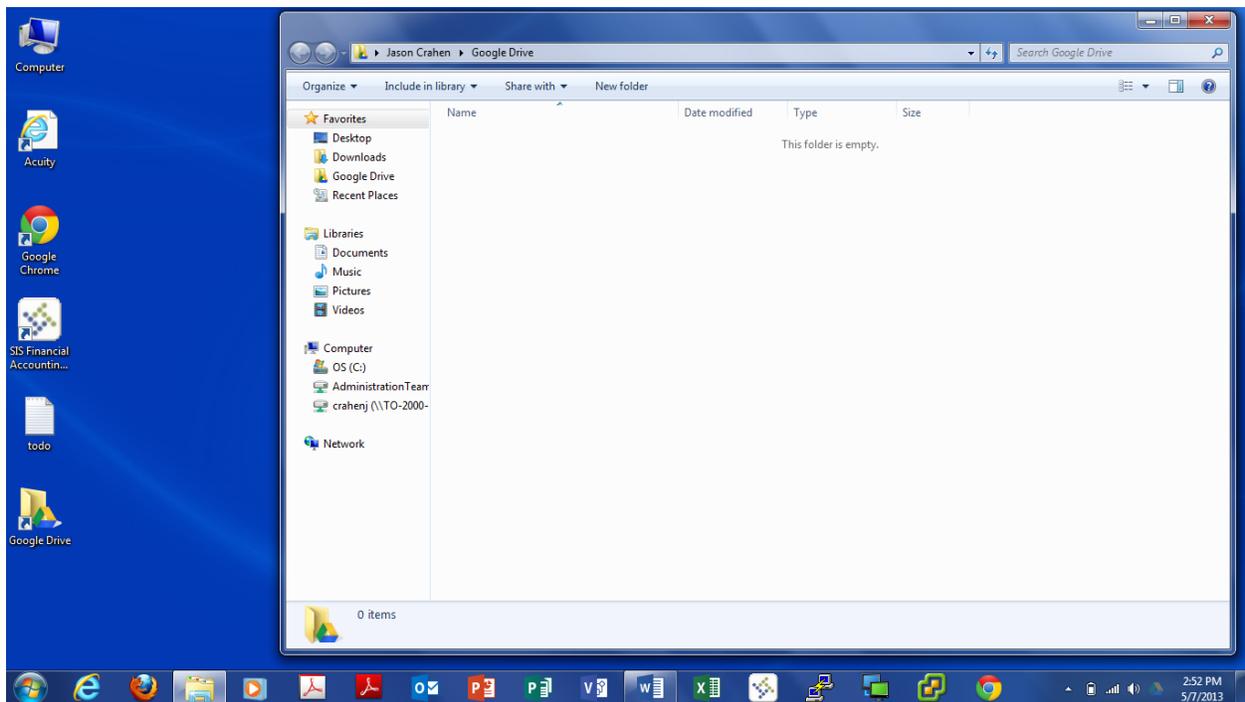
11. Click the "Next" button.



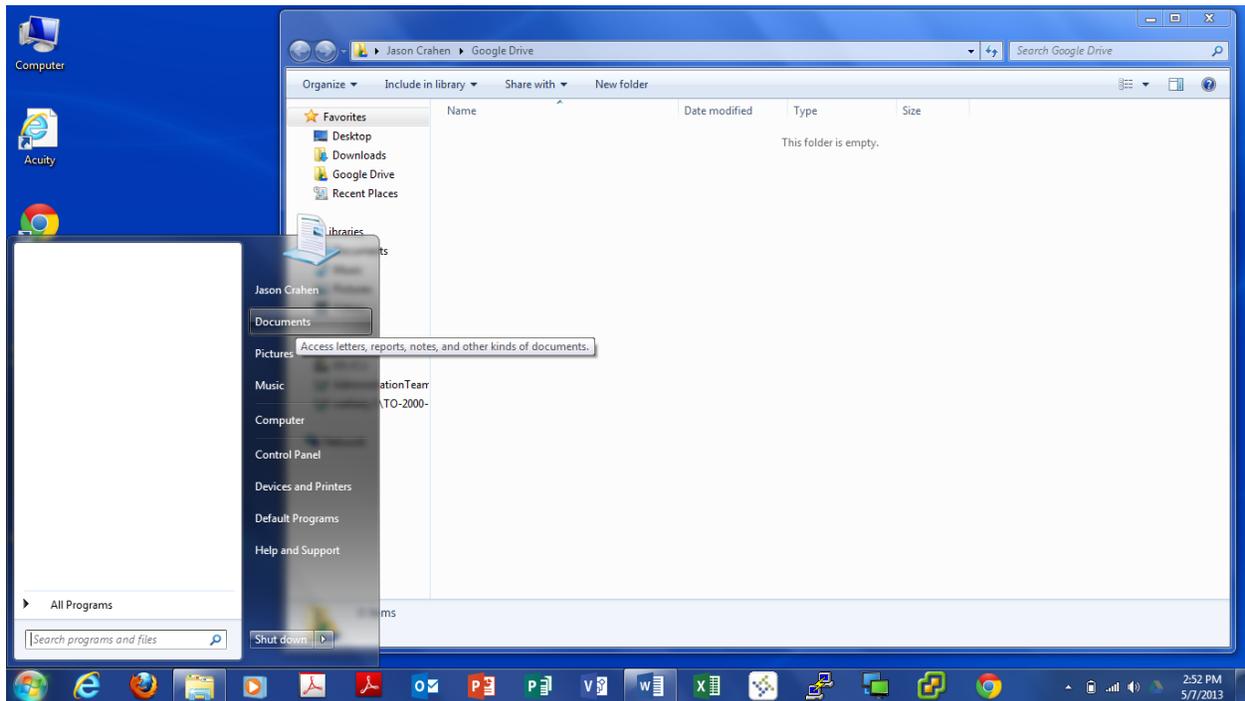
12. Click the "Start sync" button.



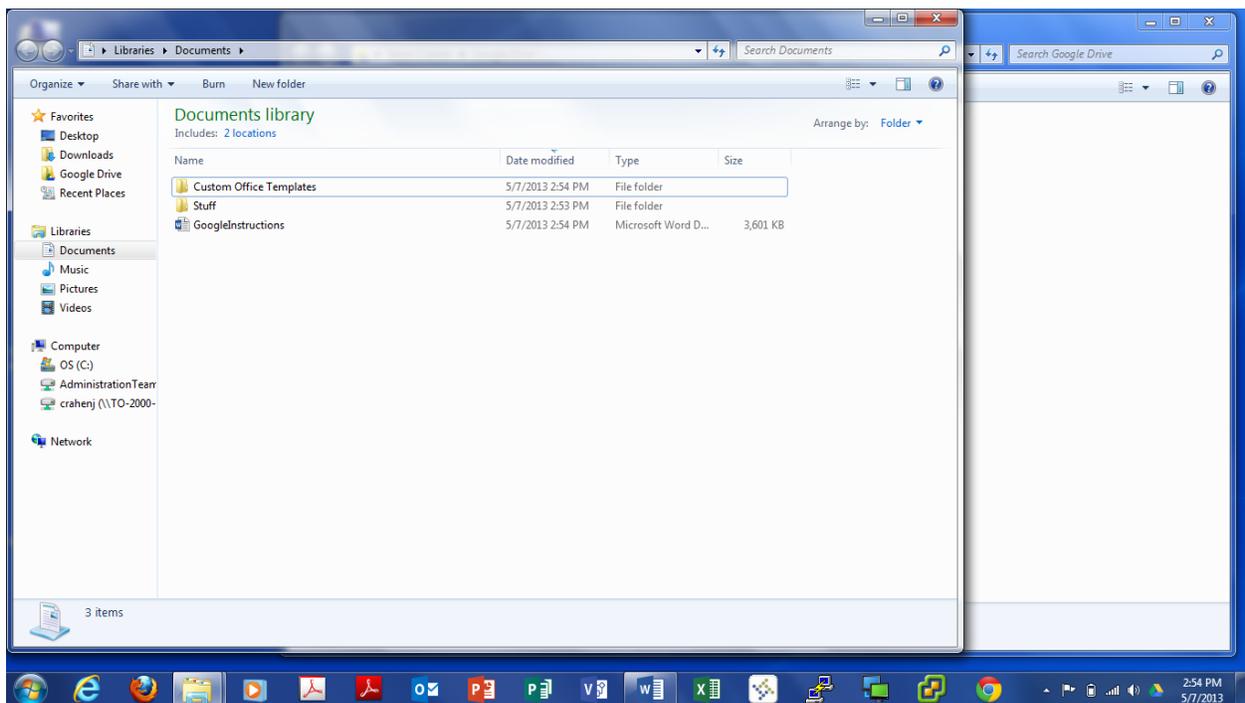
13. A window will open for your Google drive.



14. Go to the Start menu and then open “Documents”.



15. Drag documents from the “Documents” window to the “Google Drive” window and they will then be synced.



16. The installer places a shortcut on your desktop. Use this to access the Google Drive. Any files that you save to the “Google Drive” folder will automatically sync after that.

