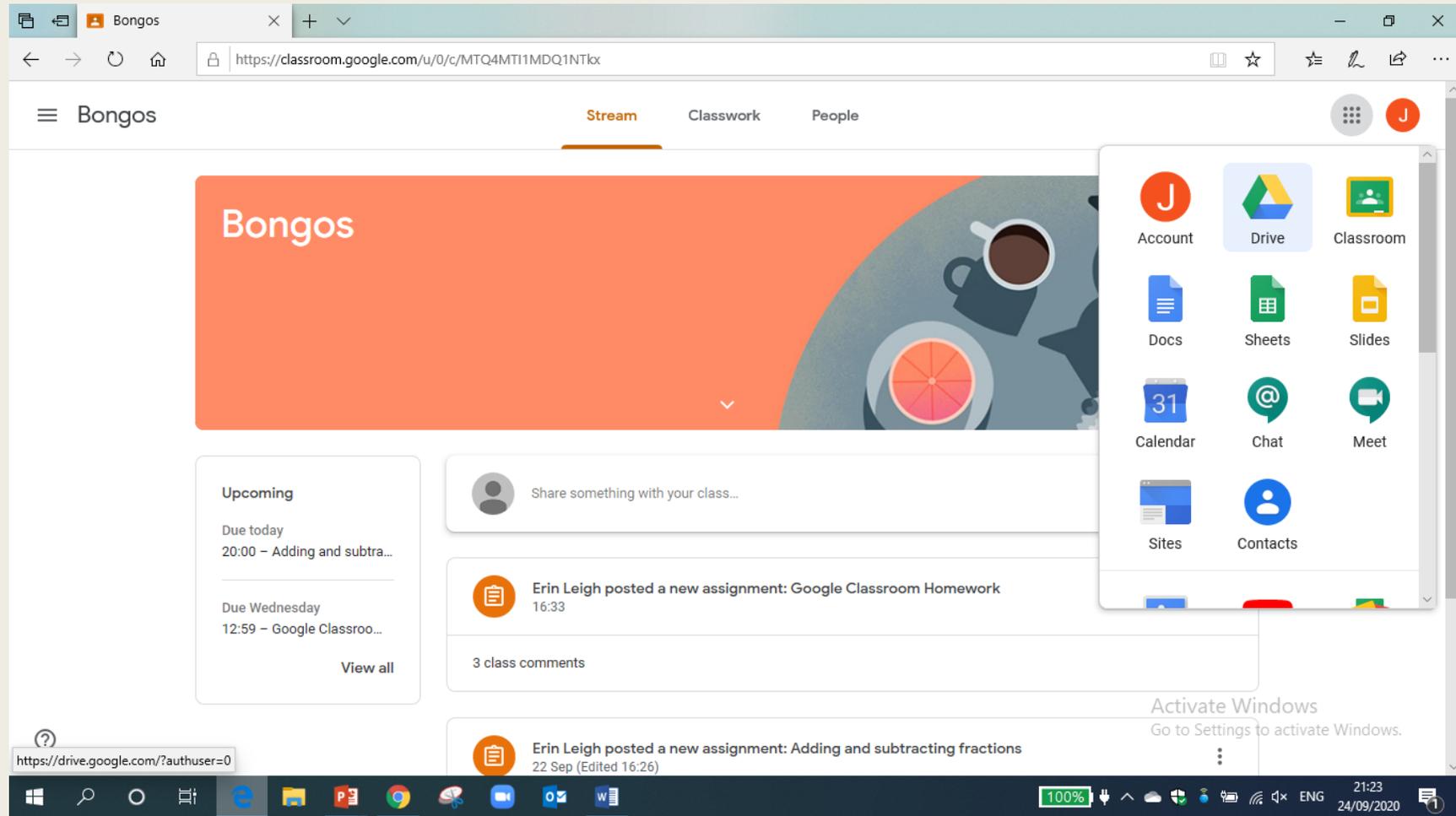


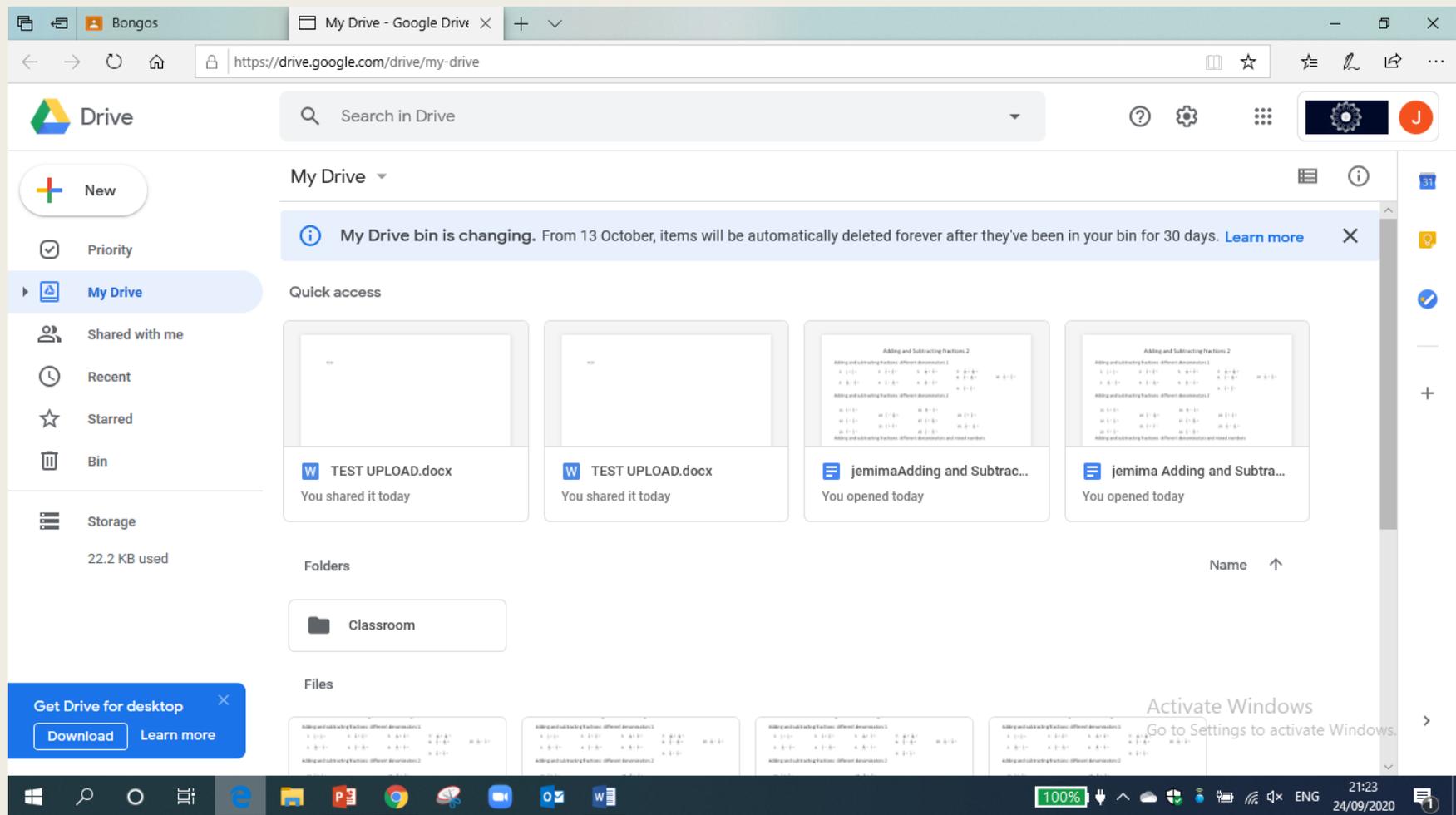
A thick black L-shaped frame surrounds the text. The top horizontal bar is on the left, the left vertical bar is on the left, and the bottom horizontal bar is on the right, with a vertical bar on the right side.

# UPLOADING A DOCUMENT TO GOOGLE DRIVE FROM YOUR COMPUTER



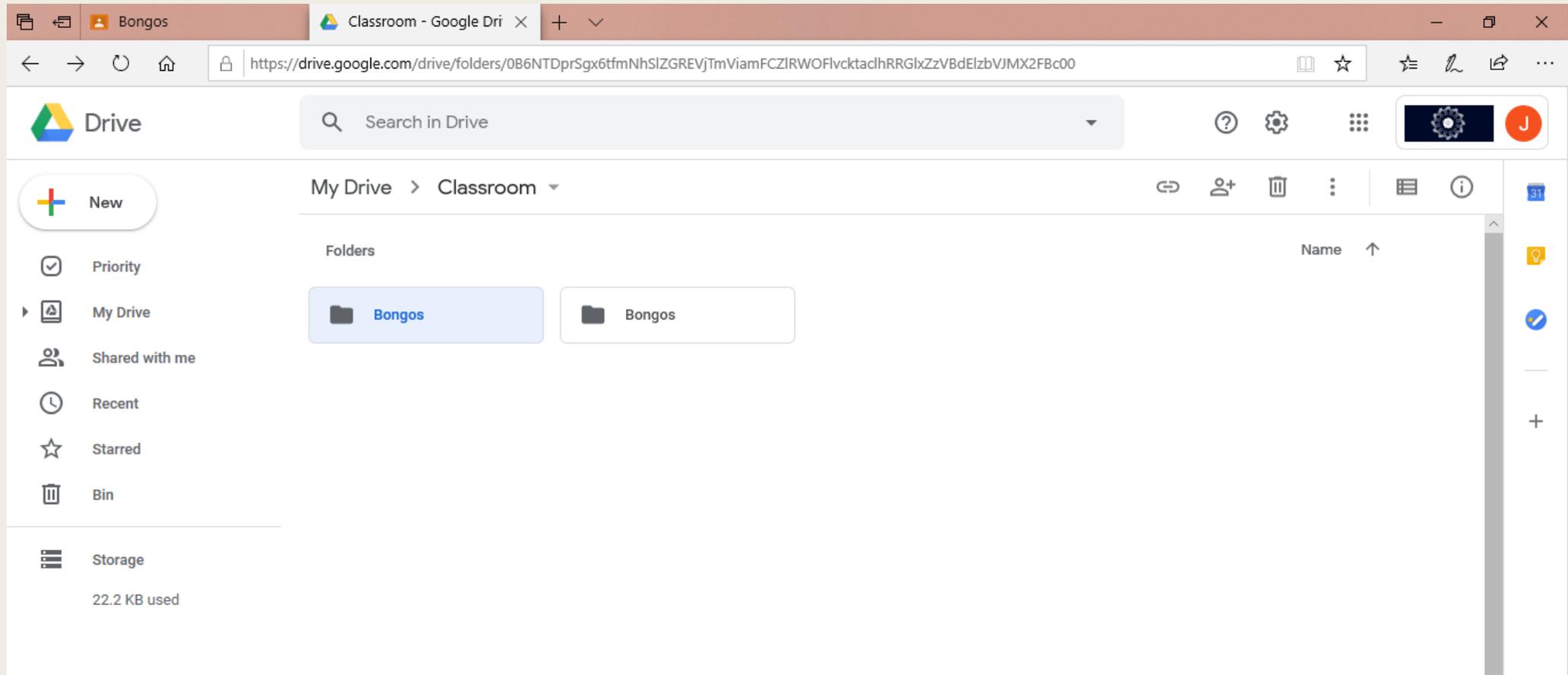
Firstly, click on the 9 dots next to your name initial.

Then click 'drive'.

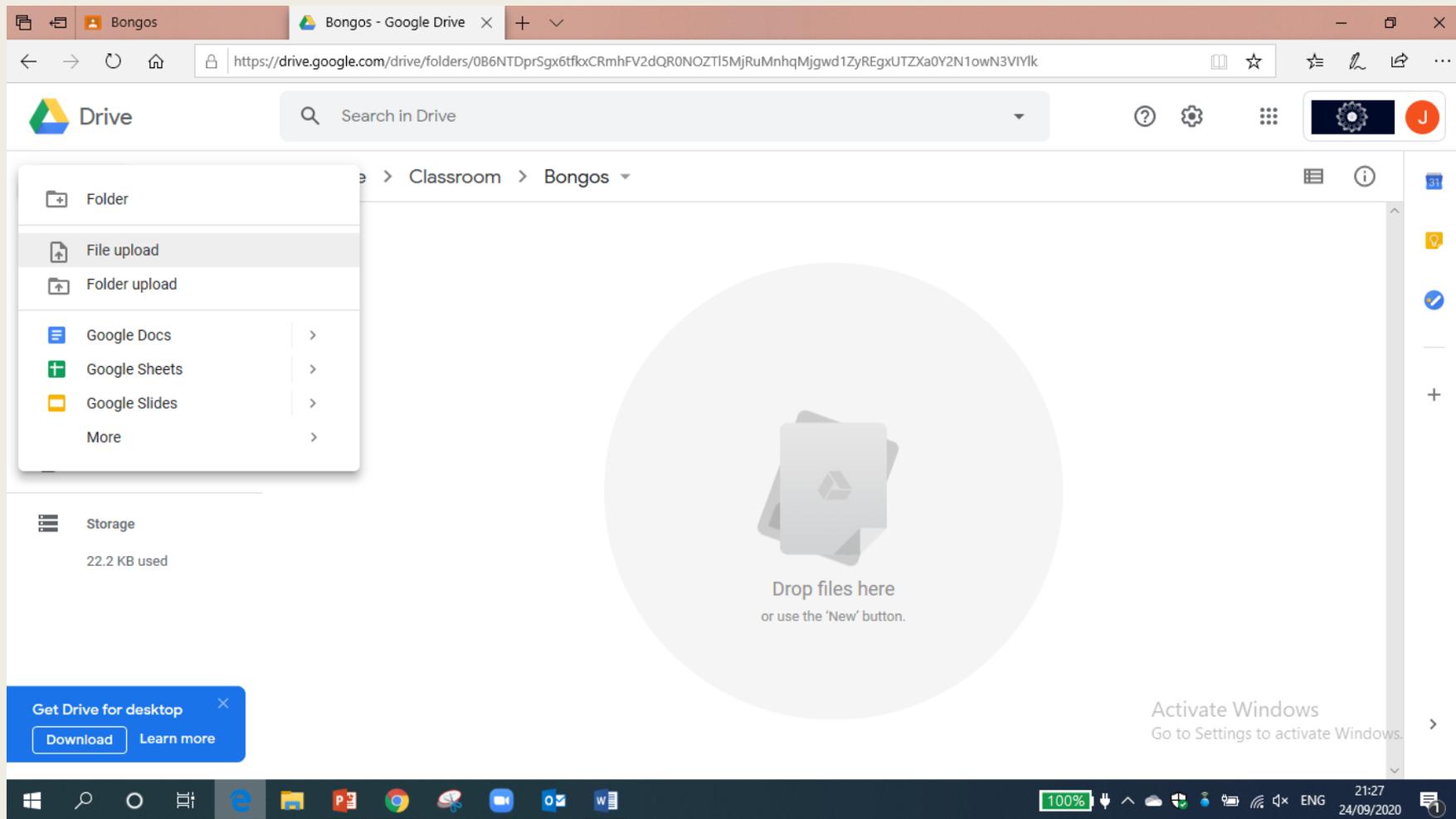


Click 'My Drive'

Then double click 'Classrooms'



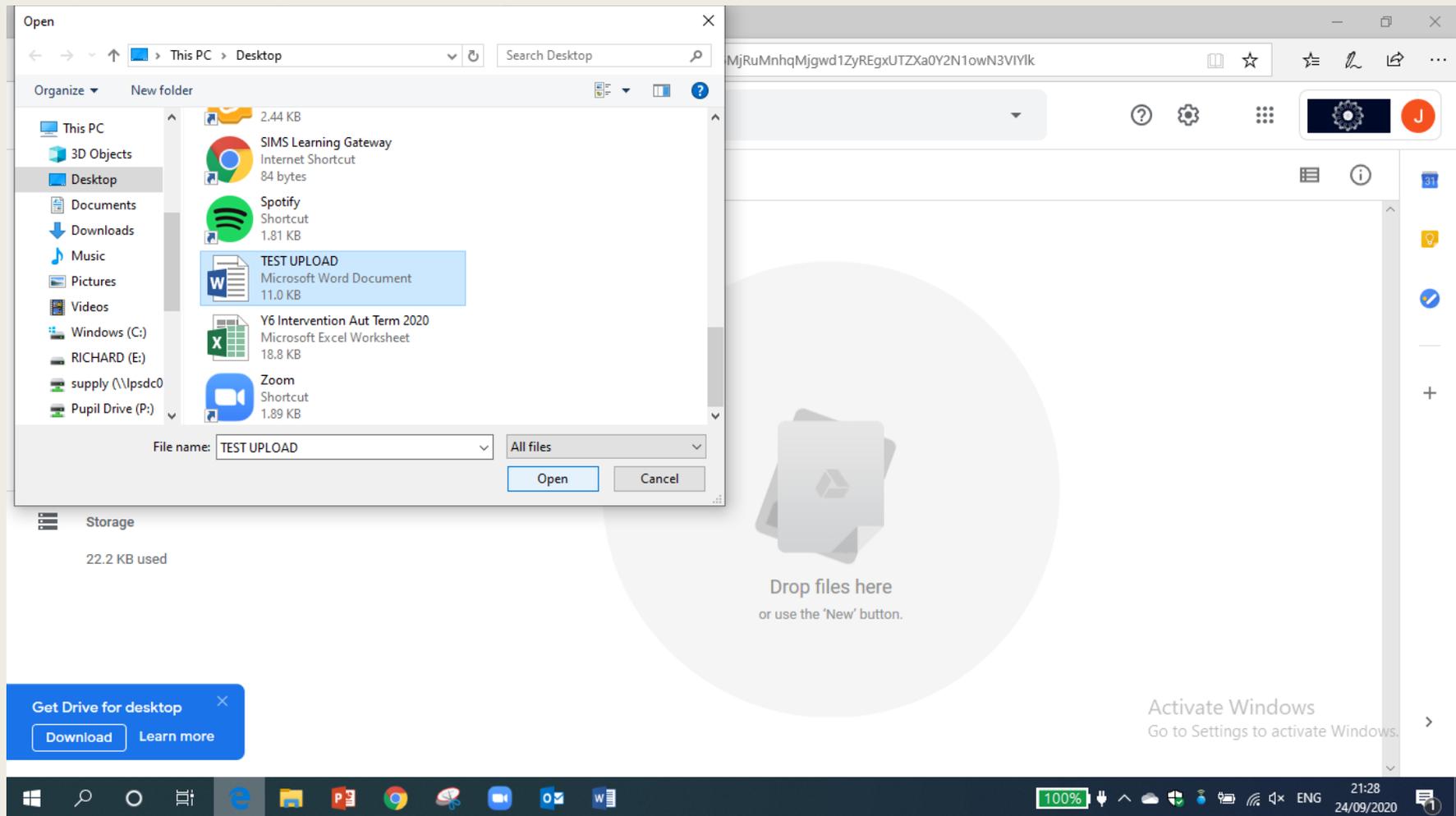
Then click your class.



Then click 'New'.

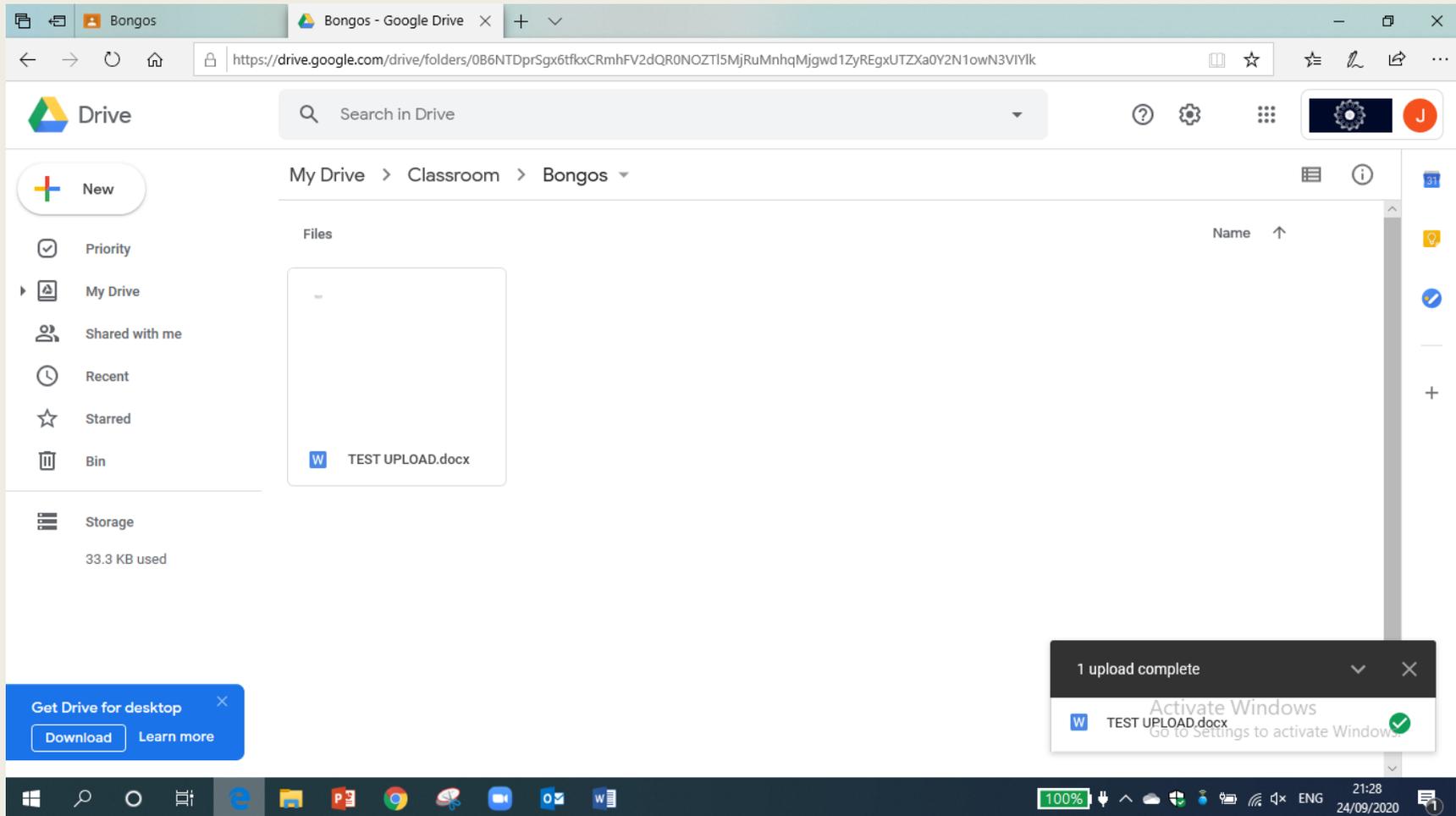
Then click 'file upload' to upload one file.

Or click 'folder upload' to upload an entire folder.



Find the file or folder you want to upload.

Click open.



Your file will now be uploaded to your drive.  
Folders or videos may take a little longer to upload.