

Upload to Drive

You can upload, view, share, and edit files with Google Drive.

Types of files

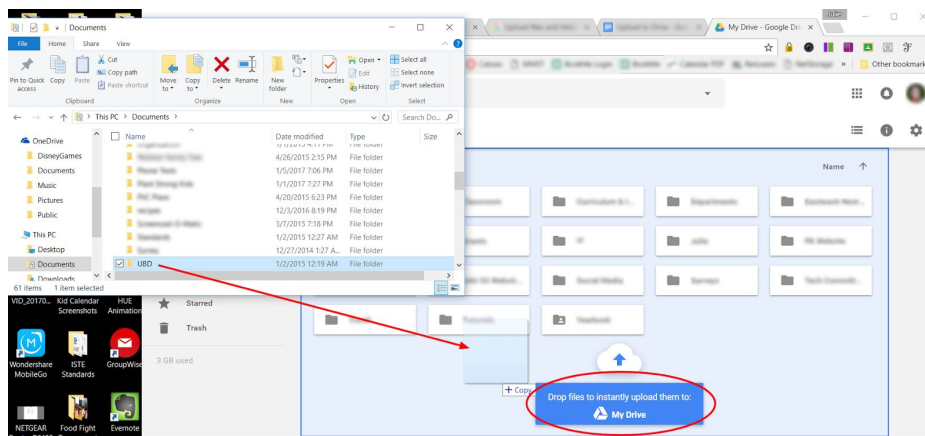
- Documents
- Photos/Images
- Audio
- Video

How do I upload into My Drive?

There are 2 ways to upload:

The Drag & Drop Method

1. Open 2 windows, one with your files and the browser with Google Drive open.

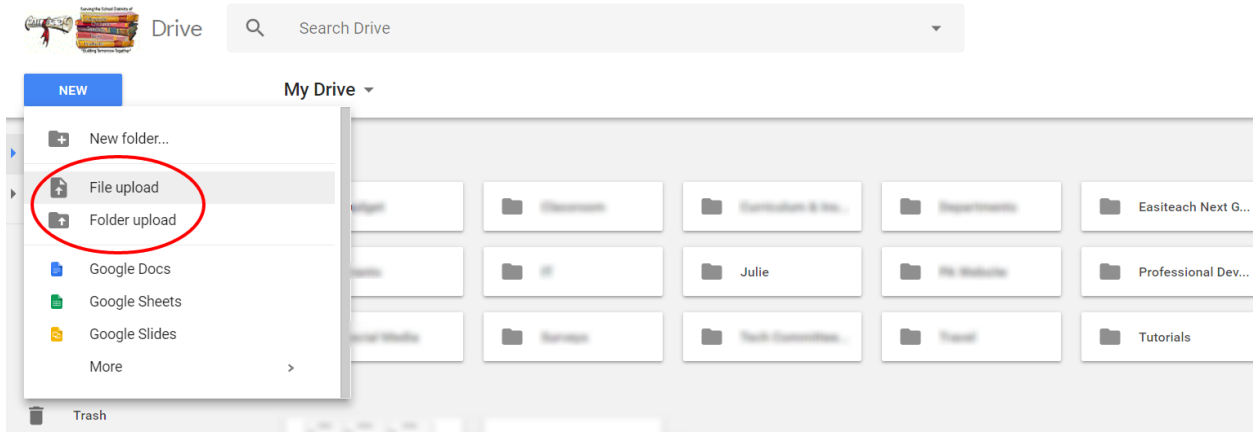


2. Drag your file, folder, video, or audio and drop into Drive.
3. Yes, it's that simple!

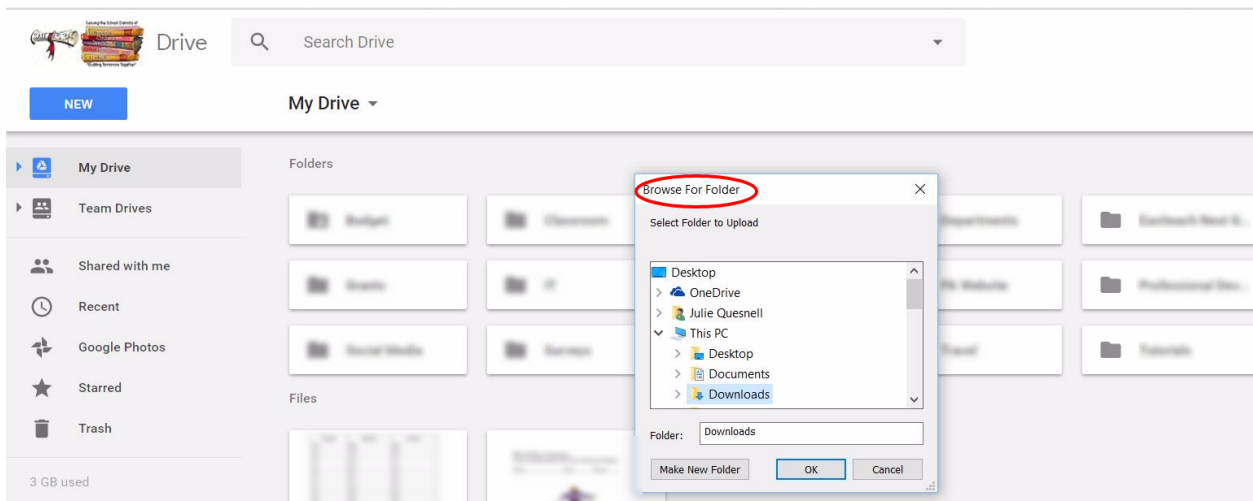
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The More Steps Method

1. Open Google Drive.
2. Click on “New” in left corner and choose to either upload a “File” or a “Folder.”



3. Choose your file or folder and click “OK.”



Upload to Drive

- There will be an upload box in the bottom right corner. Once the upload is complete, you may close the upload box. Your folder or file will appear in Drive.

