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The Google Drive Trick Keeps My Files Perfectly Organized

As a professional writer, I know how important it is to keep my files organized. I've tried many different methods, but the Google Drive trick is the only one that has worked for me.

Here's how it works:

1. Create a new folder in Google Drive called "Drafts".

2. Move all of your draft files into this folder.

3. Right-click on the folder and select "Share".

4. Add yourself as a collaborator and select "Can edit".

5. Done! You're all set.

This simple trick has helped me stay organized for years. I highly recommend it to anyone who works with a lot of files.

Google Drive Tricks

William S Page



Google Drive Tricks:

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