



# Google Drive How To

**Ivan McGhee**

## Google Drive How To:

*Instant Google Drive Starter* Mike Procopio, 2013-01-01 This book is a Starter which teaches you how to use Google Drive practically. This book is perfect for people of all skill levels who want to enjoy the benefits of using Google Drive to safely store their files online and in the cloud. It's also great for anyone looking to learn more about cloud computing in general. Readers are expected to have an Internet connection and basic knowledge of using the internet.

## **GOOGLE DRIVE AND DOCS 2020 Edition**

William S Page, 2020-09-19 Google Drive and Docs are Google products built by the company to carry out some tasks. These two products are great applications which can be used as web, android, iOS, and window apps. When they are opened through the internet using a web browser, they are called web applications. The author in this book explained in detail on how to use these two powerful products. This book is a guide for people that want to learn how to use the products. In this book, you will learn the following: Basic information in Google Drive and Docs, How to use Google Drive on the web and in smartphones as applications, Step by step guide in installation of Google Drive and Docs for computers, android and iOS devices, Color coding of folders in Google Drive, How to sync between files in your computer with Google cloud, Tricks in using Google Drive and Docs in your computer and smartphones, Step by step guide in accessing and using settings section of your Google Drive and Docs, How to share, upload and download files in Drive and Docs, What to do when you run into error in using Google Drive and Docs, Understanding the tools available in Docs, How to star, use bullets and format files in Google Docs, Switching theme modes in Drive and Docs. There are many things you will learn from this book. Gently scroll up and tap Buy Now and enjoy this great book.

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