

Google Drive Articles



All Faculty, Staff and Students have access to Google Drive. Google Drive is a file storage and synchronization service developed by Google.

Overview

Drive is a cloud-based file storage and sharing system with built-in tools for word processing, spreadsheet creation, slideshow creation, and other productivity applications. Through our GSuite licensing, every AppState faculty, staff, student, and retiree has *unlimited* storage space in **Drive**. Users can share files and collaborate with other **Drive** users, regardless of whether they have an AppState account or not

Access

On the web, access **Drive** by navigating to drive.google.com/a/appstate.edu

- *(Note: If you are logged into a personal **GSuite** account in the same browser, you may be redirected to the inbox for that account. Please see this [Help Document](#) to add a second account to your browser session.)*

On a mobile device, access **Drive** via Google's official **Drive** app, which is available for free in the **AppStore** (iOS devices) or **Play Store** (Android devices)

- *(Note: AppState recommends using the official Google **Drive** app rather than third-party mail apps such as Apple Mail)*

Help

For general assistance, please view Google's [Drive Support Page](#)

For more information including resources for personalized support, please visit the [Google Drive Service Catalog Page](#)

Articles

- [Get Started with Google Shared Drives \(formerly Team Drives\)](#)
- [How to Move a Folder Into a Shared Drive \(Formerly Team Drive\)](#)
- [Scanning to Google Drive](#)
- [Using the Google Drive App to Sync with Multiple Accounts](#)

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