## FREE DATA STORAGE ONLINE!

Load documents and make them accessible with or without a gmail account.

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Have the inmate's (digital) documents in a folder on your (virtual) desktop

Go to Google.com

(If you're a member and signed in, then sign out to create a new account.)

Click on Create Account

suzeZamazing@gmail.com

Zamazing1

Under birthdate: Release Date / birth year? May 21, 1961

Access Apps by clicking on this image:



Then click on Drive:



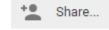
Create a folder and then drag and drop files (docs, .pdfs, spreadsheets) into the folder (To load an entire folder, you will need to be in Google Chrome)

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Share link with someone with gmail: enter their email account and click on 'share'

It will appear in their 'Shared with me' folder where they can then retrieve the docs and put them in their own folders.

To share the link with someone who does not have a google account:



Alternate-click on the folder – it will bring a menu. Click "Share"

Then Click on Advanced in lower right corner.

Under Who Has Access
Click on Change to the right of Private

Click on: Anyone with the link.



Click: Save

Look at the top. Click on "Link to share". Copy. Paste the link on a document or in an email to be opened by:

https://drive.google.com/folderview?id=0BvNg5qMgmaHflJIYm5ONEV0U0FDQWoweHFrbnY5Q2p6em5vU1VVUXRYTExEQUFQUk5EYWc &usp=sharing

## Link to share

https://drive.google.com/folderview?id=0B-vNg5qMgmaHfJJIYm5ONEV0U0FDQWowel-

Share link via:







