## How to move files from Home Directory/Public folder into Google Drive

You do not need to delete the files from your home directory or public folder.

## **Drag and Drop Upload**

1. Go to Drive.google.com and login with your school email address.



2. Open your home directory/Public folder

ame	Date modified	Туре	Size		
Access to DVSD Public	1/27/2017 10:12 AM	File folder			
Admin	12/21/2016 8:44 AM	File folder			
Day of caring	12/2/2016 12:17 PM	File folder			
DVHS	1/9/2017 3:01 PM	File folder			
DVMS	2/1/2017 10:13 AM	File folder			
Eng_Inventor_2011	8/19/2016 3:33 PM	File folder			
Fiddler on the Roof Slide Show	8/19/2016 3:33 PM	File folder			
inventor_2011	8/19/2016 3:33 PM	File folder			
Inventor_2014	8/19/2016 3:33 PM	File folder			
Keystone	12/8/2016 1:47 AM	File folder			
Lifetouch 2016-2017	12/19/2016 9:49 AM	File folder			
Nick Haydu	2/1/2017 1:57 PM	File folder			
Special Olympics	12/8/2016 1:47 AM	File folder			
1.29.2.png	1/29/2016 8:54 AM	PNG image	28 KB		
8.31.1 - Copy.png	8/31/2015 11:05 AM	PNG image	177 KB		
39183.pdf	4/23/2014 9:34 PM	Adobe Acrobat D	2,561 KB		
AP Certificate.pub	9/28/2016 11:39 AM	Microsoft Publish	18,270 KB		
aturner (dvsdadm03homediradmins) (H)	12/2/2016 12:18 PM	Shortcut	1 KB		
CanoScan LiDE 210 - Shortcut	9/22/2014 3:23 PM	Shortcut	2 KB		
Christopher Zuniga-Schmuck - 2.jpg	5/7/2016 5:44 PM	JPEG image	1,218 KB		
Daily Effluent Monitoring.xlsx	5/6/2016 8:56 AM	Microsoft Excel W	361 KB		
DVHSmap_newset_11-13_Horiz_white.bmp	4/24/2014 9:44 AM	Bitmap image	1,961 KB		
ELA-Elementary curriculum writers.docx	5/21/2015 12:21 PM	Microsoft Word D	14 KB		

								x
ic 🕨				<b>-</b>	Search public			Q
ler						8== 🗸	FIL	
101	*							•
Name		Date modified	Туре	Size				Â
)Access to D	VSD Public	1/27/2017 10:12 AM	File folder					
🌗 Admin		12/21/2016 8:44 AM	File folder					
퉬 Day of carin	g	12/2/2016 12:17 PM	File folder					
DVHS		1/9/2017 3:01 PM	File folder					=
DVMS		2/1/2017 10:13 AM	File folder					-
퉬 Eng_Invento	or_2011	8/19/2016 3:33 PM	File folder					
퉬 Fiddler on th	he Roof Slide Show	8/19/2016 3:33 PM	File folder					
퉬 inventor_201	11	8/19/2016 3:33 PM	File folder					
퉬 Inventor_201	14	8/19/2016 3:33 PM	File folder					
퉬 Keystone		12/8/2016 1:47 AM	File folder					
퉬 Lifetouch 20	16-2017	12/19/2016 9:49 AM	File folder					
퉬 Nick Haydu		2/1/2017 1:57 PM	File folder					
🌗 Special Olyn	npics	12/8/2016 1:47 AM	File folder					
📭 1.29.2.png		1/29/2016 8:54 AM	PNG image	28 KB				
💽 8.31.1 - Cop	y.png	8/31/2015 11:05 AM	PNG image	177 KB				
🗾 39183.pdf		4/23/2014 9:34 PM	Adobe Acrobat D	2,561 KB				
👔 AP Certificat	te.pub	9/28/2016 11:39 AM	Microsoft Publish	18,270 KB				
aturner (dvs	dadm03homediradmins) (H)	12/2/2016 12:18 PM	Shortcut	1 KB				
📄 CanoScan Li	iDE 210 - Shortcut	9/22/2014 3:23 PM	Shortcut	2 KB				
📔 Christopher	Zuniga-Schmuck - 2.jpg	5/7/2016 5:44 PM	JPEG image	1,218 KB				
Daily Effluer	nt Monitoring.xlsx	5/6/2016 8:56 AM	Microsoft Excel W	361 KB				
🛃 DVHSmap_n	newset_11-13_Horiz_white.bmp	4/24/2014 9:44 AM	Bitmap image	1,961 KB				
💼 ELA-Elemen	tary curriculum writers.docx	5/21/2015 12:21 PM	Microsoft Word D	14 KB				-
/28/2016 11:39 AM	- 1 Offline status: Online							
lot available								

3. Select the files/folders you wish to add to your Google Drive

## 4. Drag and drop the files into your Google Drive

Image: Second Decision of the Second Decision of th	Gonde true 0	Summer Street or other						0	
Nume     Date modified     Type     Size     Nume     Num     Num     Nume	•			+   + +    Search p	oubác 🖉				
Name     Date modified     Type     Size       Advinin     12/20/081 12/144/     File folder       Advinin     12/20/081 12/144/     File folder       Dig of caring     12/20/081 12/14/144/     File folder       Dig of caring     12/20/081 12/14/144/     File folder       Dig of caring     12/20/081 12/14/144/     File folder       Dig of caring     12/20/20/18/12/14/144/     File folder       Dig of caring     12/20/20/18/12/14/14/14/14/14/14/14/14/14/14/14/1	er.				m • 51 0		100	0	4
Admin   1/27/0011312124M   Fer folder     Dys/Grains   1/22/2016144.44   Fer folder     Dys/Grains   1/22/2016144.44   Fer folder     Dytof   1/20217017   Fer folder     Dytof   1/20217017   Fer folder     Dytof   1/20217017   Fer folder     Dytof   1/20217017   Fer folder     Dytof   0/20217017   Fer folder     Dytof   0/202017017   Fer folder     Dytof   0/202017017   Fer folder     Dytof   0/202017017   Fer folder     Dytof   0/202017017   Fer folder     Dytof   1/202016174   Fer folder     Dytof   1/2020161744   Fer folder     1/2020161744   Advotat	Name	Date modified	Туре	Size	1				1
▲ Amin   12/2010/8 14/AM   Fig fielder     ▲ Dop of caring   12/2010/8 14/AM   Fig fielder     ▲ Dop of caring   12/2010/8 14/AM   Fig fielder     ▲ Dop of caring   2/2010/8 14/AM   Fig fielder     ■ Dop of caring   12/2010/8 14/AM   Fig fielder     ■ Fielder = The field Side Show   12/2010/8 14/AM   Fig fielder     ■ montet, 2011   8/21/2016/8 33/FM   Fielder     ■ montet, 2014   8/21/2016/8 33/FM   Fielder     ■ fielder = The field Side Show   12/2016/8 33/FM   Fielder     ■ fielder = The field Side Show   12/2016/8 33/FM   Fielder     ■ fielder = The field Side Show   12/2016/8 7/FM   Fielder     ■ fielder   ■ fielder   ■     ■ field Side Show   12/2016/8 7/FM   Fielder     ■ fielder   ■   ■     ■ field Side Show   12/2016/8 7/FM   Fielder     ■ 12/2016   12/2018   #   #     ■ 13/2019   12/2018   #   #     ■ Side Officine Show   12/2018   #   #     ■ Side Officine Show   12/2018   #   #	Access to DVSD Public	1/27/2017 10:12 AM	File folder				NA	ME	T
Deck   Dyset came   D22/2015/22/1944   Me Index     Disk   10/021 2017 1012 Adv   File folder     Disk   2/02017 1012 Adv   File folder     Implying intert 2011   81/02/02018 329 M   File folder     Implying intert 2011   12/02/02014 74 M   File folder     Implying intert 2011   12/02/02014 74 M   File folder     Implying intert 2011   12/02/02014 74 M   File folder     Implying intert 2012   12/02/02014 12/04 M   File f	🗼 Admin	12/21/2016 8:44 AM	File folder						
Image: Profile   1/0/0217302 PM   Pile Folder     Image: Profile   2/0/0217312   Pile Folder     Image: Profile   2/0/0217317   Pile Folder     Image: Profile   2/0/0217311   Pile Folder     Image: Profile   2/0/02173112   Pile Folder   Image: Pile Folder     Image: Profile   2/0/02173112   Pile Folder   Image: Pile Folder	Le Day of caring	12/2/2016 12:17 PM	File folder						
Implore   20/2071012.01.04   He folder     Implore   60/2012 B3204   He folder     Implore   60/2012 B3204   He folder     Implore   61/2012 B3204   He folder     Implore   61/2012 B3204   He folder     Implore   10/2012 B3204   He folder     Implore   12/2012 H3204   He folder	DVHS	1/9/2017 3:01 PM	File folder						
Implication   0.01/0000 5.2017   1.01/0000 5.2014   Refer to the for Solds Show     Implication   0.01/0000 5.2014   Refer to the for Solds Show   Refer to the for Solds Show     Implication   0.01/0000 5.2017   1.20/0010 5.2017   Refer to the for Solds Show   Refer to the for Solds Show     Implication   1.20/2016 1.21/14/14/14   Refer to the for Solds Show   Refer to the for Solds Show   Refer to the for Solds Show     Implication   1.20/2016 1.21/14/14/14   Refer to the for Solds Show   Refer to the for Solds Show   Refer to the for Solds Show     Implication   1.20/2016 1.21/14/14/14   Refer to the for Solds Show   Refer to the for Solds Show   Refer to the for Solds Show     Implication   1.20/2016 1.21/14/14/14   Refer to the for Solds Show   Refer to the for Sol	JE DVMS	2/1/2017 10:13 AM	File folder						
Implementation   Status   Stat	Eng_Inventor_2011	8/19/2016 3:33 PM	File folder						
Importez 2011   81/30 / 2005 82.9 / He fet folder     Importez 2014   64 / 2016 14 / AM   Fet folder     Importez 2017   12/2016 14 / AM   Fet folder     Importez 2017   12/2018 14 / AM   Fet folder     Importez 2017   12/2018 14 / AM   Fet folder     Importez 2016 20-Shorted </td <td>Fiddler on the Roof Slide Show</td> <td>8/19/2016 3:33 PM</td> <td>File folder</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Fiddler on the Roof Slide Show	8/19/2016 3:33 PM	File folder						
Increated: Part of the set	inventor_2011	8/19/2016 3:33 PM	File folder						
Improve   12/2015   1/14   Fré réduer     Improve   12/12/2015   1/14   1/14     Improve   1/1	Inventor_2014	8/19/2016 3:33 PM	File folder						
I Ureau/X016-2017 12/07/016-940 AM Far élaider I Valor 2017 12/07/016-940 AM Far élaider Secúd Obympics 12/07/016-941 AM Far élaider Secúd P Secúd Obympics 12/07/016-941 AM Far élaider Secúd P Sec	3 Keystone	12/8/2016 1:47 AM	File folder						
iii Nick Hogdu   2///2011/57/M   File Federer     iii Special Opympics   12///2014/24/M   File Federer     iii Special Opympics   12///2014/22/M   Special Opympics     iii Special Opympics   12///2014/22/M   Special Opympics     iii Christophic Opympics   12///2014/22/M   Special Opympics     iii Christophickower	🌽 Lifetouch 2016-2017	12/19/2016 9:49 AM	File folder						
1   Specify Opyngics   122/2016 LP ANI   File feedee     2   129 22 pm   12/2016 SPA MI   Pild image   28 48     6   8.13.1 - Copyning   8/27/2015 SPA MI   Pild image   28 48     7   9828 Jpdf   4/2010 SPA MI   Pild image   28 48     8   7.07/2015 SPA MI   Add Accobat D.   256 48     8   20.27/2015 SPA MI   Add Accobat D.   256 48     8   20.27/2015 SPA MI   Add Accobat D.   256 48     8   20.27/2015 SPA MI   Add Accobat D.   256 48     8   20.27/2015 SPA MI   Microsoft Paddon   18.270 83     9   20.27/2015 SPA MI   Microsoft Paddon   18.270 83     Constration DE 20'- Sheritod   20.27/2015 SPA MI   Sheritod   28.08     Constration DE 20'- Sheritod   20.27/2015 SPA MI   Sheritod   28.08     Constration Detainsolution   20.27/2015 SPA MI   Microsoft Detail SPA   Microsoft Detail SPA     Constration Detainsolution   20.27/2015 SPA MI   Microsoft Detail SPA   Microsoft Detail SPA   Microsoft Detail SPA     Constration Detainsolution considentet contione   27/2016 SPA MI MI<	🗼 Nick Høydu	2/1/2017 1:57 PM	File folder			Copy.			
1.22.2mg   1/20/2018-88.4M   1948-mage   28.48     6.11.1-Copyregin   6/20/2018-89.4M   1948-mage   27.78     9.18.2.2.com/mathematics/mining/16-0   7/20/2018-19.4M   Adobe Accobati D   2.563.83     10   2.6.6mfCott.godu   7/20/2018-19.2M   Microsoft Publish   18.270.18     10   2.6.6mfCott.godu   7/20/2018-19.2M   Solenced   1.22/2018-12.2M     10   2.6.6mfCott.godu   7/20/2018-19.2M   Solenced   1.22/2018-12.2M     10   Definition_mathematics/mining/16-0   1.22/2018-12.2M   Solenced   1.22/2018-12.2M     10   Definition_mathematics/mining/16-0   1.22/2018-12.2M   Solenced   1.22/2018-12.2M     10   Definition_mathematics/mining/16-0   1.22/2018-12.2M   Solenced   1.22/2018-12.2M     11   Definition_mathematics/mining/16-0   Solenced   1.24/2018-12.2M   Solenced   1.24/2018-12.2M     12   Definition_mathematics/mining/16-0   Solenced   Solenced   1.24/2018-12.2M   Solenced   1.24/2018-12.2M     13   Definition_mathematics/mining/16-0   Solenced   Solenced   1.24/2018-12.2M   1.24/2018-12.2M   Solenced	Special Olympics	12/8/2016 1:47 AM	File folder						
6. All-Copyond   8/12/2015 11/30 AM   9/19 King   177 King     7. 2018 Lag   4/12/2016 19/19 AM   4/16/2016 19/19 AM   16/19 King     10. 20 Centificate pub   9/12/2016 11/39 AM   Kingson Publishon   18/27/2018     10. 20 Centificate pub   9/12/2016 11/39 AM   Kingson Publishon   18/27/2018     10. 20 Centificate pub   12/27/2018 11/39 AM   Kingson Publishon   18/27/2018     10. 20 Centificate pub   12/27/2018 12/28 AM   Sectors   2/28     10. Control publishon   12/27/2018 12/28 AM   Sectors   2/28     10. Control publishon   12/2018 12/28 AM   Sectors   2/28     10. Control publishon   12/28 Sicors   12/28 Sicors   Sectors	1.29.2.png	1/29/2016 8:54 AM	PNG image	28 KB					
1     2012/014/92/04     Addee Accodent C	8.31.1 - Copy.png	8/31/2015 11:05 AM	PNG image	177 KID					
(a) AC Conflicting pub          9/2/20201 11/39/AM Microsoft Publishim, 18/2/70/30           8/2/2020            8/2/2020	🗾 39183.pdf	4/23/2014 9:34 PM	Adobe Acrobat D	2,561 KB					
Ret eturner (dockderdDhemestikkelmen)     1/22/2016/12.88 PM     Shortout     1/86       (g) CuredScan LOE 2019 - Shortout     5/22/2016/12.88 PM     Shortout     2/86       Christopher ZurgerSchmuck - Zup     5/22/2016/12.88 PM     Shortout     2/86       Christopher ZurgerSchmuck - Zup     5/22/2016/12.88 PM     Broteneth Zup     2/86       Christopher ZurgerSchmuck - Zup     5/22/2016/12.81 PM     Broteneth Zup     2/86 RM       Christopher ZuperSchmuck - Zup     5/22/2016/12.81 PM     Broteneth ZuperSchmuck - Zup     2/86 RM       Christopher ZuperSchmuck - Zup     5/22/2016/12.81 PM     Microsofh Word D	AP Certificate.pub	9/28/2016 11:39 AM	Microsoft Publish	38,270 KB					
(c)     Constant LOE 220 - Shorihout     9/2/2014 3-22/14     Shorihout     2.48       (c)     Constant LOE 220 - Shorihout     5/7/2015 4-34     Microsoft Loe 21/2014     Shorihout     2.48       (c)     Daily (Efficient Monitoringular     Shorihout     361 348     Microsoft Loe 41/2014     Micros	🐨 atumer (dvsdadmû3homediradmins) (H)	12/2/2016 12:18 PM	Shortcut	1 KB					
Contropher Zurige-Schmuck-22pg S7/2005 544 PM JF06 Image L208 X8 Daily Efficient Monteringulas S7/2005 542 PM JF06 Image L208 X8 Daily Efficient Monteringulas S7/2005 542 PM JF06 Image L208 X8 Daily Efficient Monteringula S7/2005 542 PM JF06 Image L208 X8 Daily Efficient Monteringula S7/2005 542 PM JF06 Image L208 X8 Daily Efficient Monteringula S7/2005 542 PM JF06 Image L208 X8 Daily Efficient Monteringula S7/2005 542 PM JF06 Image	R CanoScan LiDE 210 - Shortcut	9/22/2014 3:23 PM	Shortcut	2 KB					
© Dialy Effluent Monitoringulas   59:02018 185:04.04   Microseth Eacel W	🔊 Christopher Zuniga-Schmuck - 2.jpg	5/7/2016 5:44 PM	JPEG image	1,218 KB					
OVYGrag, newset; 11-13; Hord; white.homp: 4/24/2014; 944: AM Bitmap image 1,961; KB BA-Bernentary curriculum writers.docs: 5/21/2015;12:21 PM Microsoft Word D., 14:KB C22(2016);12:21 PM Microsoft Word D., 14:KB C22(2016);12:21 PM Microsoft Word D., 14:KB C22(2016);12:21 PM Microsoft Word D., 14:KB	Daily Effluent Monitoring.slss	5/6/2016 8:56 AM	Microsoft Excel W	361 KB					
BA-Bernentary curriculum writensdox 5/21/2013 12:22 PM Microsoft Word D., 14 KB  Cotine status: Online Social Data	DVHSmap_newset_11-13_Horiz_white.bmp	4/24/2014 9:44 AM	Eitmap image	1,961 KB					
28/2016 11:39 AM - 1 Offine status: Online	ELA-Elementary curriculum writers.docx	5/21/2015 12:21 PM	Microsoft Word D.,.	14 KB					
	28/2016 11:39 AM - 1 Offline status: Online iot available								

(to drag and drop you simply click on a highlighted item and while holding the mouse click drag that file or folder over to your google drive and release the click. Your files will then begin uploading to Google Drive.



5. Once the upload is complete you will now see your items in Google Drive.

## **New File/Folder Upload**

1. Go to Drive.google.com and login with your school email address.



2. Click "NEW" then click either "File Upload" or "Folder Upload"

Go	ogle Drive	Q	Search Drive
	NEW	My Drive	-
÷	New folder		
Ð	File upload		
	Folder upload		
	Google Docs		
	Google Sheets		
	Google Slides		
	More	>	
0 bytes	used		

💽 Open	CONTRACTOR OF A	a		<b></b> X
Setwork	c ▶ dvsdadm03 ▶ public ▶	- 4	Search public	Q
Organize 👻 New fol	der		:==	• 🔟 🔞
Open     Organize   New folder	Date modified	Туре	Size 🖍	
📃 Desktop	Eng_Inventor_2011	8/19/2016 3:33 PM	File folder	
🚺 Downloads	en Vertificate.pub en Vertificate.pub en vertificate.pub en vertificate.pub en vertificate.pub en vertificate.pub	File folder	=	
📃 Recent Places	퉬 inventor_2011	8/19/2016 3:33 PM	File folder	
	퉬 Inventor_2014	8/19/2016 3:33 PM	File folder	
📜 Libraries 🔤	퉬 Keystone	12/8/2016 1:47 AM	File folder	
Documents	퉬 Lifetouch 2016-2017	2/2/2017 3:05 PM	File folder	
J Music	퉬 Nick Haydu	2/1/2017 1:57 PM	File folder	
Pictures	Image: Search public   Image: Search public     Image: Search			
Videos				
	尾 8.31.1 - Copy.png	8/31/2015 11:05 AM	▼   4   Search public   >     Idified   Type   Size   Image: Size   Image: Size     16 3:33 PM   File folder   Size   Image: Size   Image: Size   Image: Size     16 3:33 PM   File folder   Size   Image: Size   Image: Size   Image: Size     16 3:33 PM   File folder   Image: Size   Ima	177 KB
🖳 Computer	🔁 39183.pdf	✓   4.9   Search public   ✓     Image: Im		
🚢 Local Disk (C:)	🖬 AP Certificate.pub	9/28/2016 11:39 AM	Microsoft Publish	18,270 KB 👻
🖵 ARoss (\\dvsdadi 🔻	•	III		4
File	name: AP Certificate.pub	•	All Files	•
			Open	Cancel

3. Navigate to your home directory or public folder and select the file or folder you wish to upload.

4. Your file will now be uploaded to your Google Drive

Google Drive	Q Search Drive	*		ш	0	0
NEW	My Drive 🔻			≡	0	\$
My Drive My Drive Shared with me Go Recent Google Photos Starred	Files			NAJ	ИЕ	ŕ
Trash	AP Certificate pub					
			1 upload complete	\$	•	×
			AP Certificate pub		3	0