

# “10 Days of Google” Day Two: Google Drive

Presented By: Janet Bell

**Date(s):**

Thursday, September 24, 2020  
4:00 PM - 5:00 PM

**Session Location:**

Computer of your choice  
-, -, AB

**Registration Fee:**

\$20.00

<https://www.sapdc.ca/register/5979>

**Audience:** Teachers & Administrators

**Grade Level:** K-12

**About the Session:**

Google Drive is your one-stop place to find and organize your documents. Learn how and why to keep organized, the difference between your Drive and Shared Drives, how file permissions work, how shortcuts work, and leave with a vision and tips on how you can use your Drive to best advantage.

**About the Presenter(s):**

Janet Bell