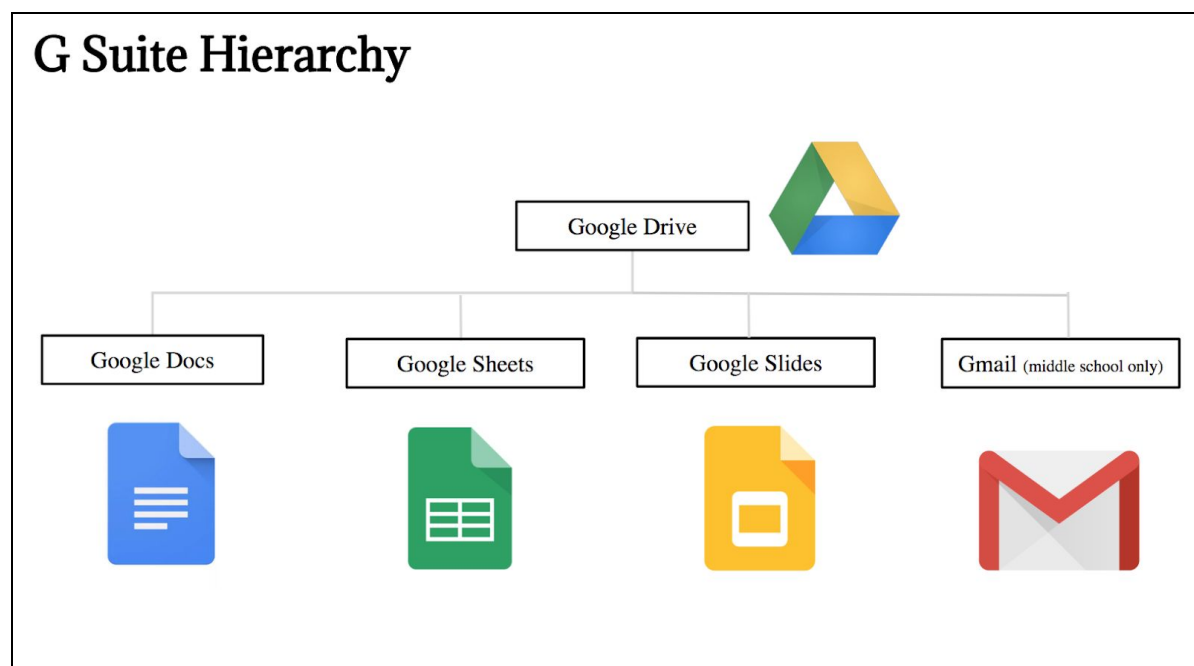


Google Suite

What is the Google Suite?

The **Google Suite** is a collection of applications most commonly known for cloud computing, productivity, and collaboration tools developed by Google.



What is the purpose of Google Drive, Google Docs, Google Sheets, and Google Slides?

Google Drive is a file storage service developed by Google. Google Drive allows users to store files on their servers, synchronize files across devices, and share files.

Google Docs, Google Sheets, and Google Slides are a word processor, a spreadsheet and a presentation program respectively, within the Google

Drive service that allows for real-time collaboration. Multiple users can edit a document at the same time, while seeing each others' changes instantaneously.

Gmail (middle school only)

Gmail is a free web-based email service within the District's domain. Students can only email other students and staff members within the district.

How do I login to Gmail?



Step 1: navigate to Google's website at <https://www.google.com/>.

Step 2: click 'sign in' at the upper right corner of the Google page.

Step 3: type your Gmail username and passwords into the fields provided and click "Sign in". You will now be logged into your Gmail account.

How do I login to Google Drive?



Step 1: navigate to the Google Drive website at <https://www.drive.google.com/>.

Step 2: click the blue button that says 'Go to Google Drive'.

Step 3: type your Google email address into the field provided and click 'Next'.

Step 4: type your Google password into the field provided and click 'Next'.