

Upload

Save documents or websites generated from your templates to a selected folder

Upload given file with filename **My Document** to folder **given folder**
fs-drive icon-file,icon-arrow-up
3
BUTTONS
icon-access,<https://help.ultradox.com/en/reference/overview.html#buttons>
IN

icon-keyboard,<https://help.ultradox.com/en/reference/overview.html#enterValues>
icon-forms,<https://help.ultradox.com/en/reference/overview.html#createForm>
icon-prefix,<https://help.ultradox.com/en/reference/overview.html#inputPrefix>
OUT

icon-log,<https://help.ultradox.com/en/reference/overview.html#outputParameters>
icon-prefix,<https://help.ultradox.com/en/reference/overview.html#outputPrefix>
PARAMETERS
folderId;fileId
file;previewLink
mimeType;editLink

Save documents or websites generated from your templates to a selected folder in your Google Drive. Retrieve them at any time by using the great full text search capabilities of Google Drive.

Use cases

- Archive documents
- Upload generated HTML documents as public websites by simply using [Publish files](#) on Google Cloud Storage

Configuration

Click on the **bold** text in the title of the building block to open the configuration dialog.

Useful combinations

Receive inquiries and upload offer documents to Google Drive

Enter customer inquiry
fs-forms icon-forms
<https://help.ultradox.com/en/reference/googleforms/loadformdata.html>,Jump to load form data building block
PARAMETERS
Google Form;customerName,fs-green

;customerEmail,fs-purple
;item,fs-blue
;amount,fs-yellow
;requestedDate,fs-orange

Generate offer draft
fs-docs icon-pdf2
<https://help.ultradox.com/en/reference/googledocs/topdf.html>,Jump to Google Docs to
PDF building block
PARAMETERS
customerName,fs-green;Draft offer PDF
item,fs-blue;
amount,fs-yellow;
requestedDate,fs-orange;

Upload draft offer
fs-drive icon-google-drive,icon-arrow-up
<https://help.ultradox.com/en/reference/googledrive/upload.html>,Jump to upload building
block
PARAMETERS
Draft offer PDF,fs-red;Google Drive link

Load sales contact
fs-contacts icon-people
<https://help.ultradox.com/en/reference/googlecontacts/loadcontact.html>,Jump to load
contact building block
PARAMETERS
Google Contact;salesPersonEmail,fs-orange

Send offer for review
fs-mail icon-mail
<https://help.ultradox.com/en/reference/email/plaintextemail.html>,Jump to plain text email
building block
PARAMETERS
Google Drive link;Draft offer email;
salesPersonEmail,fs-orange;
customerEmail,fs-lavender;

With the Upload building block you can upload any generated document into Google Drive. Documents can be generated in numerous ways. In this example a [Google form](#) is used to quickly collect a customer inquiry based on which automatically a draft version of an offer is generated and uploaded into Google Drive.

A link to the draft document is sent to the responsible sales person who can edit the offer. The email also contains the customers email address allowing the sales person to send the final document to the customer.

[button-primary:Copy App\[extern\]](#)

Upload files via a form to Google Drive

Application form
fs-core icon-keyboard
<https://help.ultradox.com/en/reference/core/form.html>,Jump to form building block
PARAMETERS
Ultradox form;applicantName,fs-green
;applicantEmail,fs-lavender
;motivationalLetter,fs-blue
;CV,fs-yellow
;certificates[].certificate,fs-orange

create folder

Upload CV
fs-drive icon-google-drive,icon-arrow-up
<https://help.ultradox.com/en/reference/googledrive/upload.html>,Jump to upload building block
PARAMETERS
CV,fs-yellow;Drive CV link

For each certificate repeat (1 block)
fs-core icon-repeatStart
<https://help.ultradox.com/en/reference/core/repeat.html>,Jump to repeat building block
PARAMETERS
certificates[].certificate,fs-orange;certificate,fs-lavender

All so often it would be helpful to receive uploads/attachments from a [Google form](#). In our example a small HR service allows to send applications. Besides the name and some motivational letter the applicant should also provide her/his CV as well as all school and work certificates. Using a form and separating the input in different fields lets you define mandatory input and base further logic on the provided information.

Using the Upload building block not only an individual file but also a multi-selection of files is possible using a [Repeat](#) building block.

Upload certificate
fs-drive icon-google-drive,icon-arrow-up
<https://help.ultradox.com/en/reference/googledrive/upload.html>,Jump to upload building block

PARAMETERS

certificate,fs-lavender;Drive certificate link

Repeat: Continue with next item

fs-core icon-repeatEnd

0

Generate application summary

fs-docs icon-pdf2

<https://help.ultradox.com/en/reference/googledocs/topdf.html>,Jump to load Google Docs to PDF building block

PARAMETERS

applicantName,fs-green;Application PDF,fs-red

motivationalLetter,fs-blue;

Drive CV link;

Drive certificate link;

Load HR contact

fs-contacts icon-people

<https://help.ultradox.com/en/reference/googlecontacts/loadcontact.html>,Jump to load contact building block

PARAMETERS

Google Contact;hrPersonEmail,fs-orange

Send application for review

fs-mail icon-mail

<https://help.ultradox.com/en/reference/email/plaintextemail.html>,Jump to plain text email building block

PARAMETERS

Application PDF,fs-red;Application email

hrPersonEmail,fs-orange;

applicationEmail,fs-lavender;

After the form was submitted and all attached files got uploaded a PDF summary of the application including a link to CV and all certificates is created. The complete set of application information is provided to a HR employee who can evaluate the submission.

Learn more

Other useful combinations of the Upload building block can be found in the [Load worksheet](#) the [Load row\(s\)](#) and the [Suspend](#) building block documentation.