

Online Storage

Overview

Even if you decide on using a physical binder you should still store your source files digitally so you can access and update them in the future like when you need to revise a résumé or edit a cover letter. [Google Drive](#) is an excellent way to do this because the school district has already set up an account for you. Not only does Google Drive allow storing many types of documents but you can also create, edit and share documents. [Dropbox](#) is another solid solution.

Access



To access your Lucia Mar Google Drive:

1. Visit <http://www.google.com> with your web browser.
2. Log in with your studentID@lmsd.org and your district password.



To access a Dropbox account:

1. Visit <http://www.dropbox.com> and follow the instructions to create a free account.
2. Log in with the information you set up with Dropbox.

Tutorials

Learn how to use Google Drive and Dropbox by referring to these quickstart tutorials:

- [Google Drive](#)
- [Dropbox](#)