



## Accessing your CCS Google Drive

- Go to <https://drive.google.com/a/ccsk12.com>
- Log in using your CCS email address and password (e.g. [exampleuser@ccsk12.com](mailto:exampleuser@ccsk12.com)). This account is managed by Google.

## Adding Content to Your Google Drive

- To upload a file or folder from your computer, click the blue New button and choose File Upload. Or you can create a new folder, Google Docs, Google Sheets, or Google Slides file directly.

