



## Google Drive

*Information Obtained from [support.google.com/drive](https://support.google.com/drive)*

**Google Drive** is a cloud file storage, sync, and editing service offered by Google. With Google Drive you can access your files on the web, on your hard drive, or on your Android or Apple iPhone/Tablet. Similar to other cloud software available, Google Drive installs a folder on your desktop. You then drag-and-drop files into the Google Drive folder and the contents automatically sync to the Google Cloud that you can access with an Internet connection. It's quick, secure, and efficient.

### Why Use It?

If you like the ability of being able to save, collaborate, share, and view files, Google Drive is definitely worth checking out! Looking to open an Adobe Photoshop file on your computer, but you don't have the program installed? Not a problem, with Google Drive, you can view up to 30 different file types. Also don't forget about Google's Docs, Presentations, and Spreadsheets. Here you have free access to programs similar to Microsoft's Word, PowerPoint and Excel. While these programs may not be as robust as Microsoft Office, they easily help in getting the job done and files can be edited on any device. Drive also integrates group collaboration apps outside of traditional business programs such as photo editing software, music creation, and html code editing.

### Useful Details

- Available at [drive.google.com](https://drive.google.com)
- 5 GB of free storage, with a small monthly fee of \$2.49 for additional storage.
- Powerful search engine to quickly find files, using keywords, and "Google Goggles," for image file recognition.
- File revision history is automatically saved up to 30 days to easily track changes.
- Fluid integration of "Google Docs," and apps.

### Opinion Rating



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