













Google Drive for iOS

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Introduction to the Apps

<p>Why do I need four separate apps?</p> <p>Why would I want to add multiple accounts?</p> <p>Couldn't I just use Microsoft Office now that it's on the iPad?</p> <p>I'm a huge Mac fan! Why not just use Pages, Keynote, and Numbers?</p>	<p>What features can you find behind the "three hot dogs"?</p> <div data-bbox="472 415 743 489" style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">  My Drive </div> <ul style="list-style-type: none"> • My Drive • Incoming • Recent • Starred • On device 	<p>Check out the Details:</p> <ul style="list-style-type: none"> • Share • Move to . . . • Star • Rename • Get link <div data-bbox="829 520 1040 625" style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">  </div> <ul style="list-style-type: none"> • Tile View vs. List View 	<p>Add to My Drive</p> <div data-bbox="1187 342 1511 758" style="border: 1px solid #ccc; padding: 5px;"> <p> New Document</p> <hr/> <p> New Spreadsheet</p> <hr/> <p> New Presentation</p> <hr/> <p> New Folder</p> <hr/> <p> Upload Photos or Videos</p> <hr/> <p> Use Camera</p> </div>
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The App	What the app is great for!	Some limitations (at this time)	Notes
 <p>Google Drive</p>	<ul style="list-style-type: none"> • Managing files and folders • Uploading photos • Uploading videos • Searching for files • Some sharing options 	<ul style="list-style-type: none"> • "Share Link" feature works better when you go into the specific app • No edit access to Google Drawings (at this time) 	
 <p>Google Docs</p>	<ul style="list-style-type: none"> • Real-time editing and collaboration • Offline editing (if you set to "Keep on device") • Students can access writing from <i>anywhere</i> 	<ul style="list-style-type: none"> • Font selection is more limited • Chat feature doesn't work during collaboration • Can't add hyperlinks or images (at this time) 	
 <p>Google Sheets</p>	<ul style="list-style-type: none"> • Creating new spreadsheets and adding data to existing spreadsheets • Formatting text and fill color 	<ul style="list-style-type: none"> • Real time collaboration lags a little bit (in my tests) • No assistance constructing formulas (at this time) 	
 <p>Google Slides</p>	<ul style="list-style-type: none"> • Slideshow playback is great! • Text editing access is a recent new feature (Google's constantly adding features) 	<ul style="list-style-type: none"> • An annotation feature would be nice for a future release • Can't add hyperlinks or images (at this time) 	

The bottom line: Google Drive (all versions) doesn't have *every* feature of Microsoft Office, and Google Drive for iOS doesn't have all the features of the desktop version. However, the power of sharing, collaboration, anywhere access, and universality within our Google Apps for Education ecosystem makes Google Drive the best way to share and collaborate with students and colleagues.