



# Connecting Google Drive in Canvas

The Google Drive web service allows you to integrate Canvas with your Google Drive account. Once connected you can use Collaboration and/or submit Google docs for your assignments.

1. In Global Navigation, click the Account link [A], then click the Settings link [B].

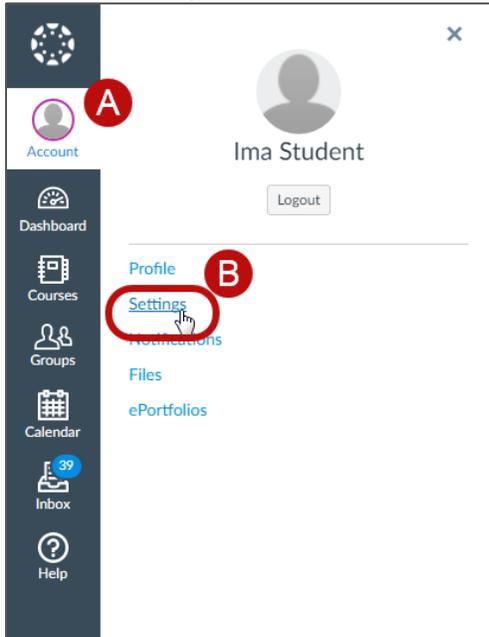


Figure 1: Locating the Settings link under the Account Menu.

2. In Web Services, click the Google Drive button.

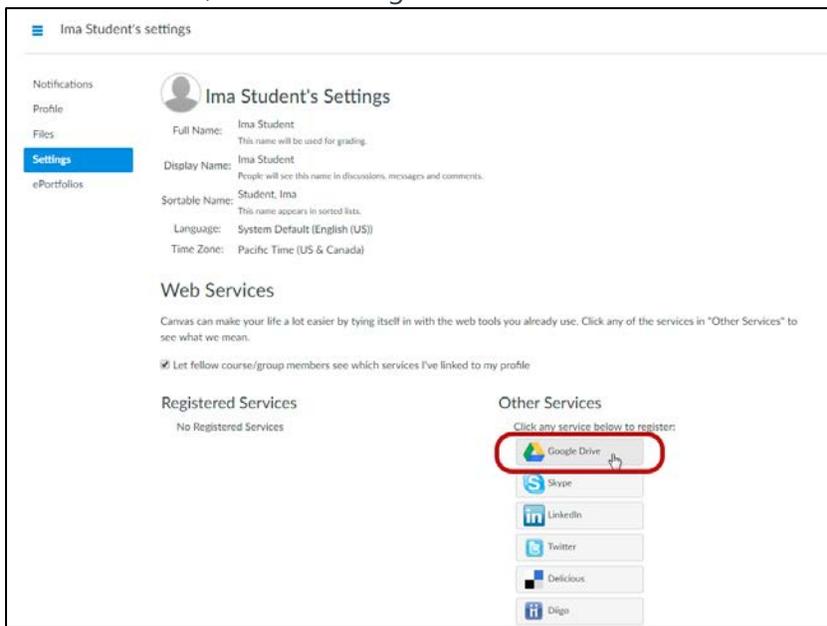
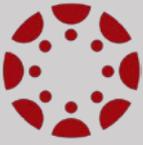


Figure 2: Clicking the Google Drive button located under the "Other Services" column.



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3. Click the Authorize Google Drive Access button. You will be re-directed to Google to verify the authorization.

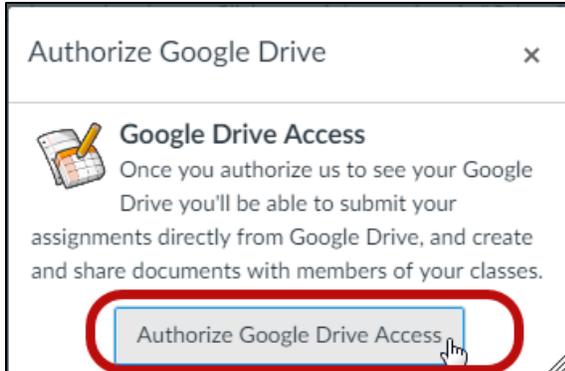


Figure 3: Authorizing Google Drive Access.

4. Log into your my.smccd.edu Google account. Enter your entire my.smccd.edu email address for your username.

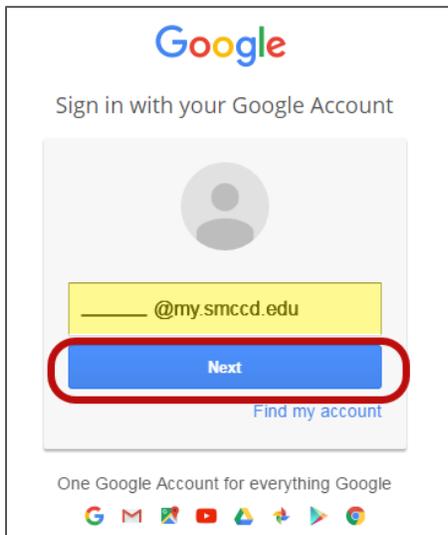


Figure 4: Entering your my.smccd.edu email address.



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- Next, enter your my.smccd.edu password.

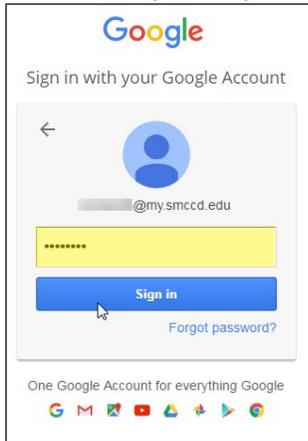


Figure 5: Entering your my.smccd.edu password.

- Canvas will ask permission to view and manage the files in your Google Drive account. Click the Accept button.

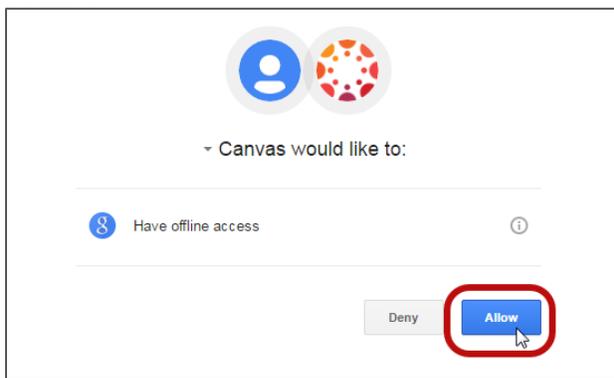


Figure 6: Click the "Allow" button to grant Canvas permission access to your Google Drive.

- View Google Drive as a registered service in your Canvas account.



Figure 7: After granting permission to Canvas, Google Drive will appear as a registered service.