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.](image)

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

   ![Figure 2: Clicking the Google Drive button located under the “Other Services” column.](image)
3. Click the Authorize Google Drive Access button. You will be re-directed to Google to verify the authorization.

![Authorize Google Drive Access](image1.png)

*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.

![Google Sign in](image2.png)

*Figure 4: Entering your my.smccd.edu email address.*
5. Next, enter your my.smccd.edu password.

![Google sign-in screen](image)

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

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

![Permission request](image)

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

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

![Registered services](image)

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