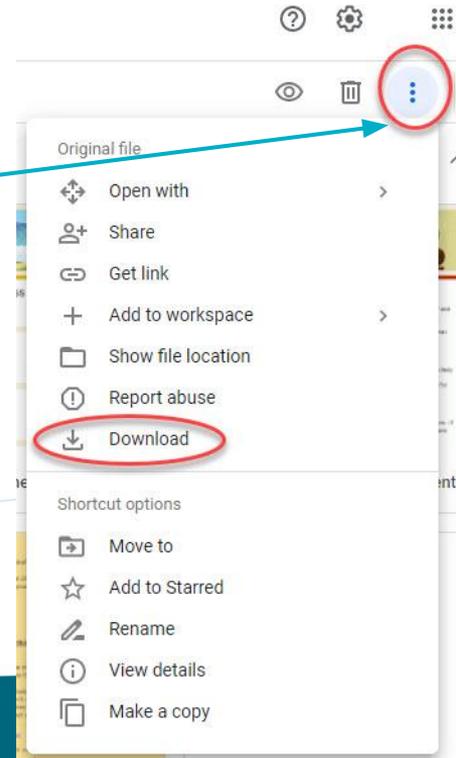
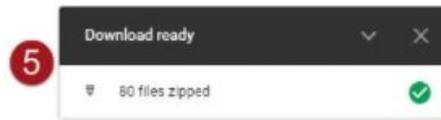




Downloading Google Drive Steps

- ★ Log into you FCPS G Suite Account.
- ★ Select the items that you wish to download by Ctrl-clicking (holding down the Ctrl key while clicking). NOTE: if downloading from a Mac, Command-Click.
- ★ From the More Actions (3 Dots) Menu, select Download.
- ★ Google will create a ZIP file of all of your files and folders that you selected. This may take a while if you have a lot of files.





Downloading Google Drive

Are you a senior?

Are you in grades 7 - 11 and leaving FCPS

- ★ Complete the directions to Download file(s) that you want to keep from Google Drive by June 3rd, 2024.
- ★ For students leaving FCPS or graduating from FCPS, Google Accounts will be disabled on June 4th, 2024 and we will no longer have access to retrieve those files.
- ★ The directions that follow are also posted in Updates in your Grade Level Schoology Group.