

Instructions for installing and using Google Drive on phones and computers

Instructions for installing and using Google Drive on phones and computers. Google Drive cloud storage service is one of the most used services today. Using Google Drive, you get free 15GB of storage and pay for the software

Google Drive cloud storage service is one of the most used services today. Using Google Drive, you get 15GB of free storage and pay for a larger capacity.

To help make the data backup process faster, Google offers you an application to install on your computer, you will no longer need to manually back up data on the site.

Now learn **how to install and use Google Drive** now!



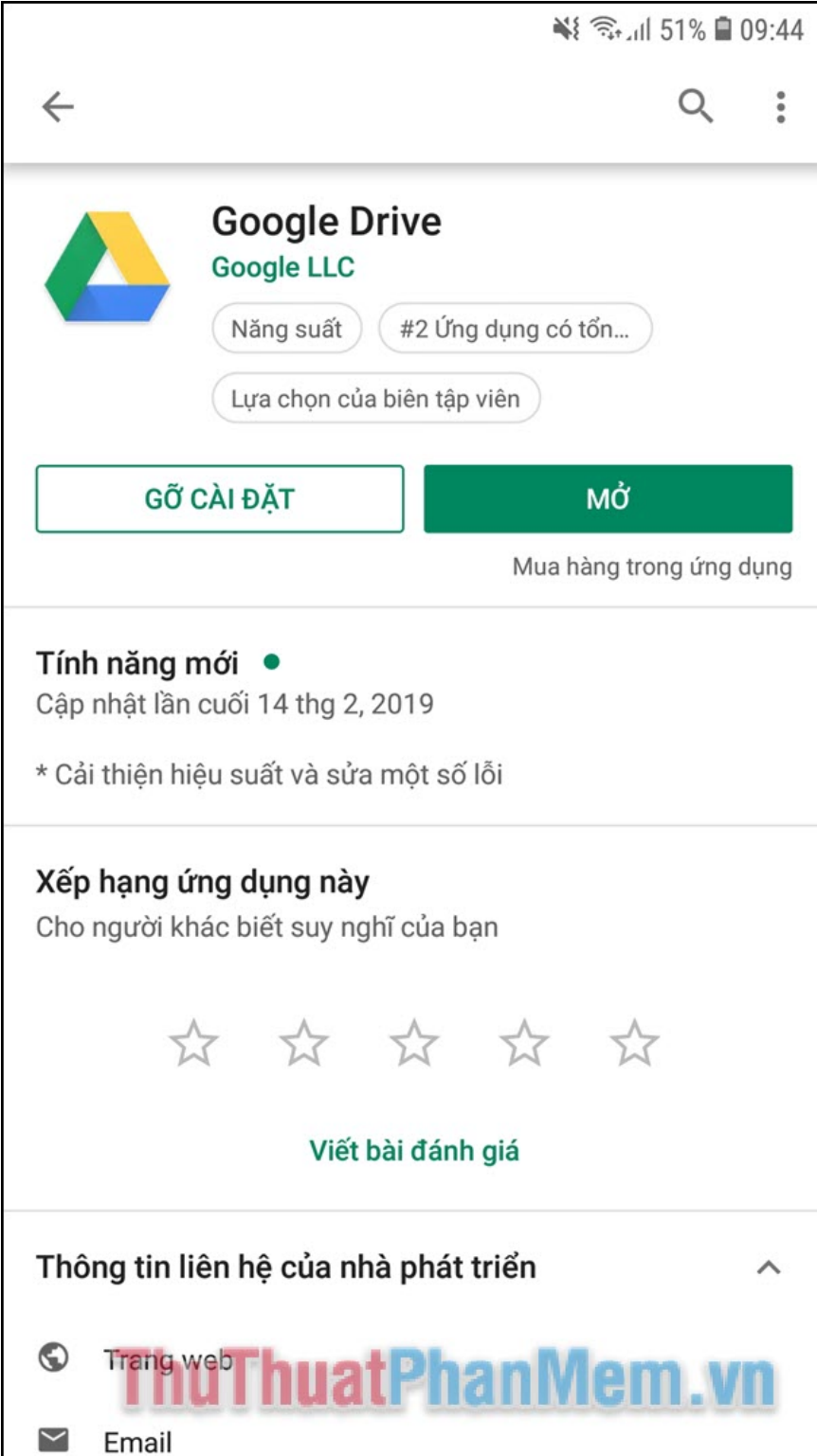
Install and use Google Drive on your phone

Download and sign in to Google Drive

You download Google Drive for the appropriate operating system:


Google Drive for Android.

Google Drive for iOS.



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← 🔍 ⋮

 **Google Drive**
Google LLC

Năng suất #2 Ứng dụng có tổn...
Lựa chọn của biên tập viên

GỖ CÀI ĐẶT **MỞ**

Mua hàng trong ứng dụng

Tính năng mới ●
Cập nhật lần cuối 14 thg 2, 2019
* Cải thiện hiệu suất và sửa một số lỗi

Xếp hạng ứng dụng này
Cho người khác biết suy nghĩ của bạn

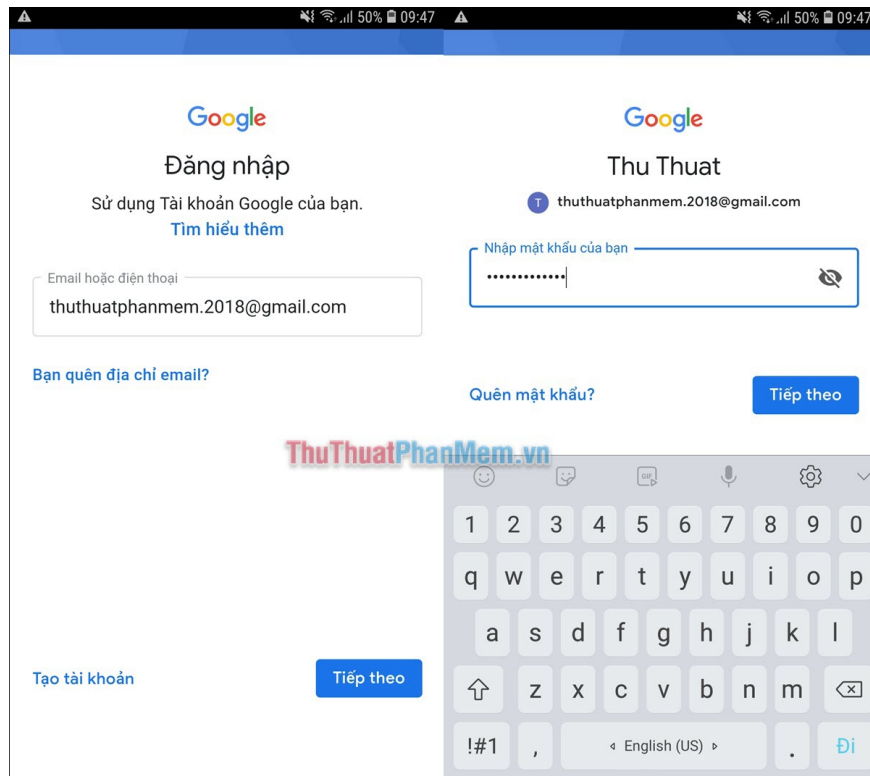
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Viết bài đánh giá

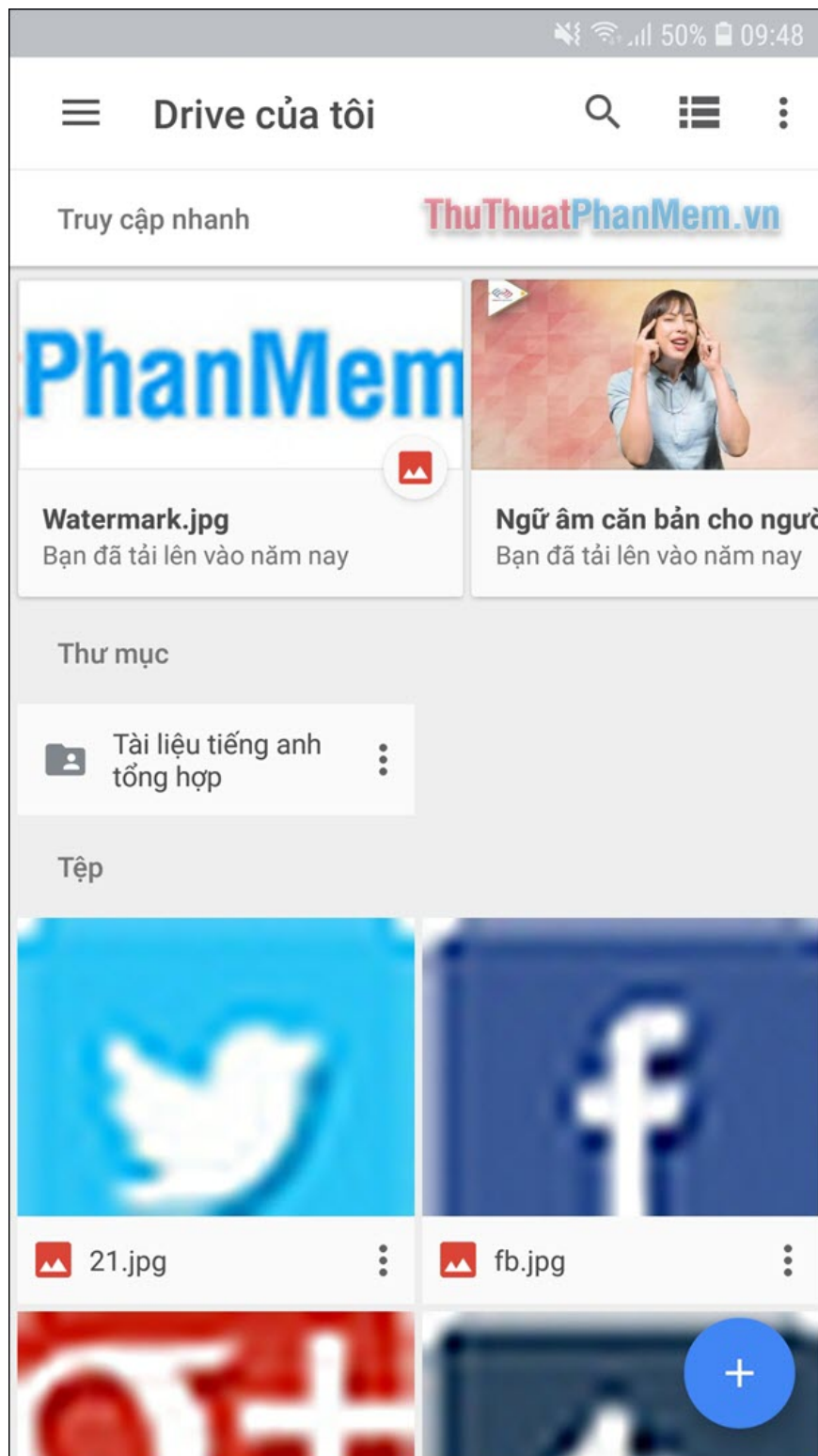
Thông tin liên hệ của nhà phát triển ^

🌐 Trang web **ThuThuatPhanMem.vn**
✉ Email

You open the Google Drive app and proceed to log in with your Google account. If you do not have an account, follow this article to learn how to create a Google account.



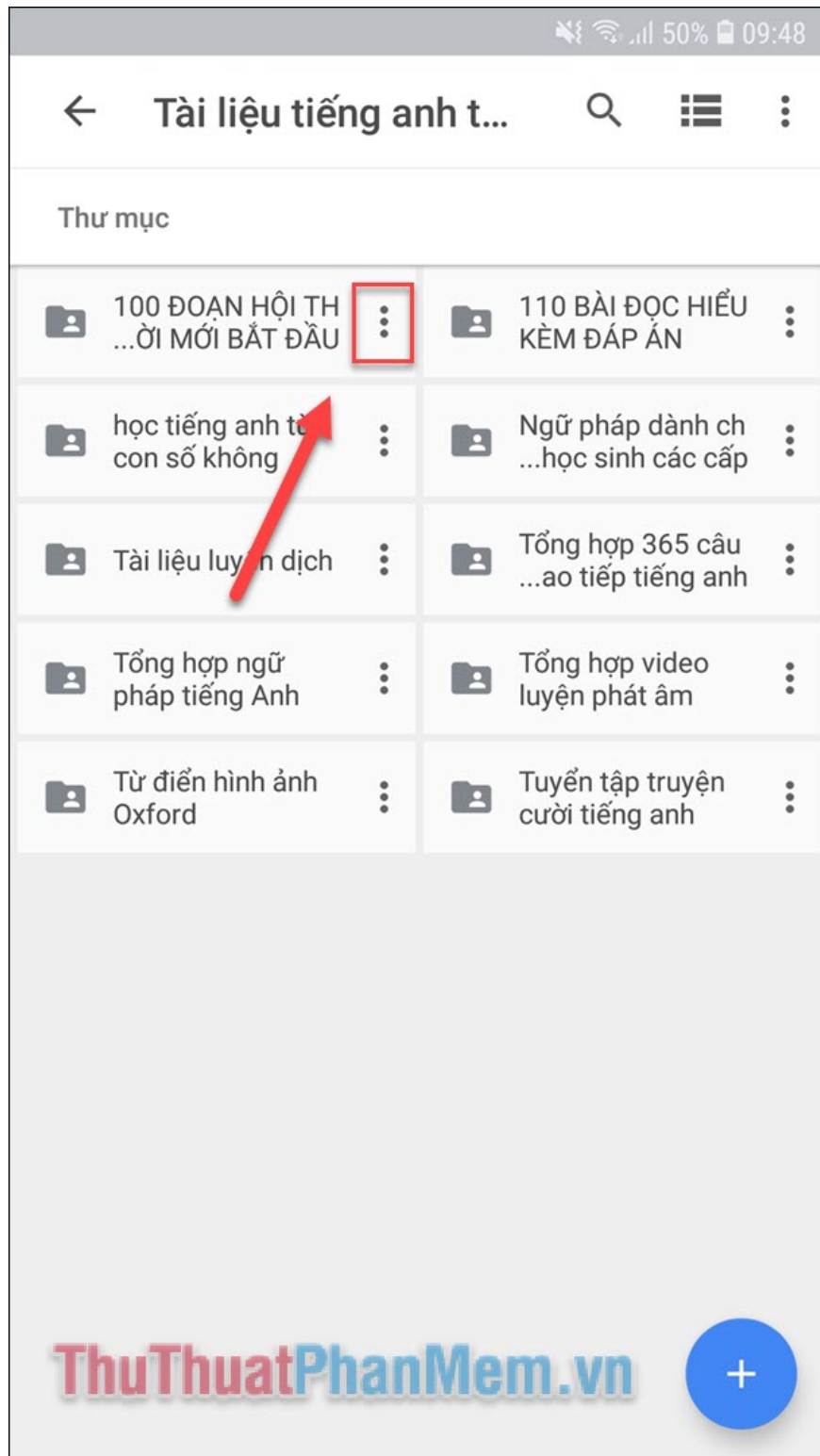
This is the main interface of the Google Drive application:



Operations with Google Drive on phone

1. Manipulating folders and files on Google Drive

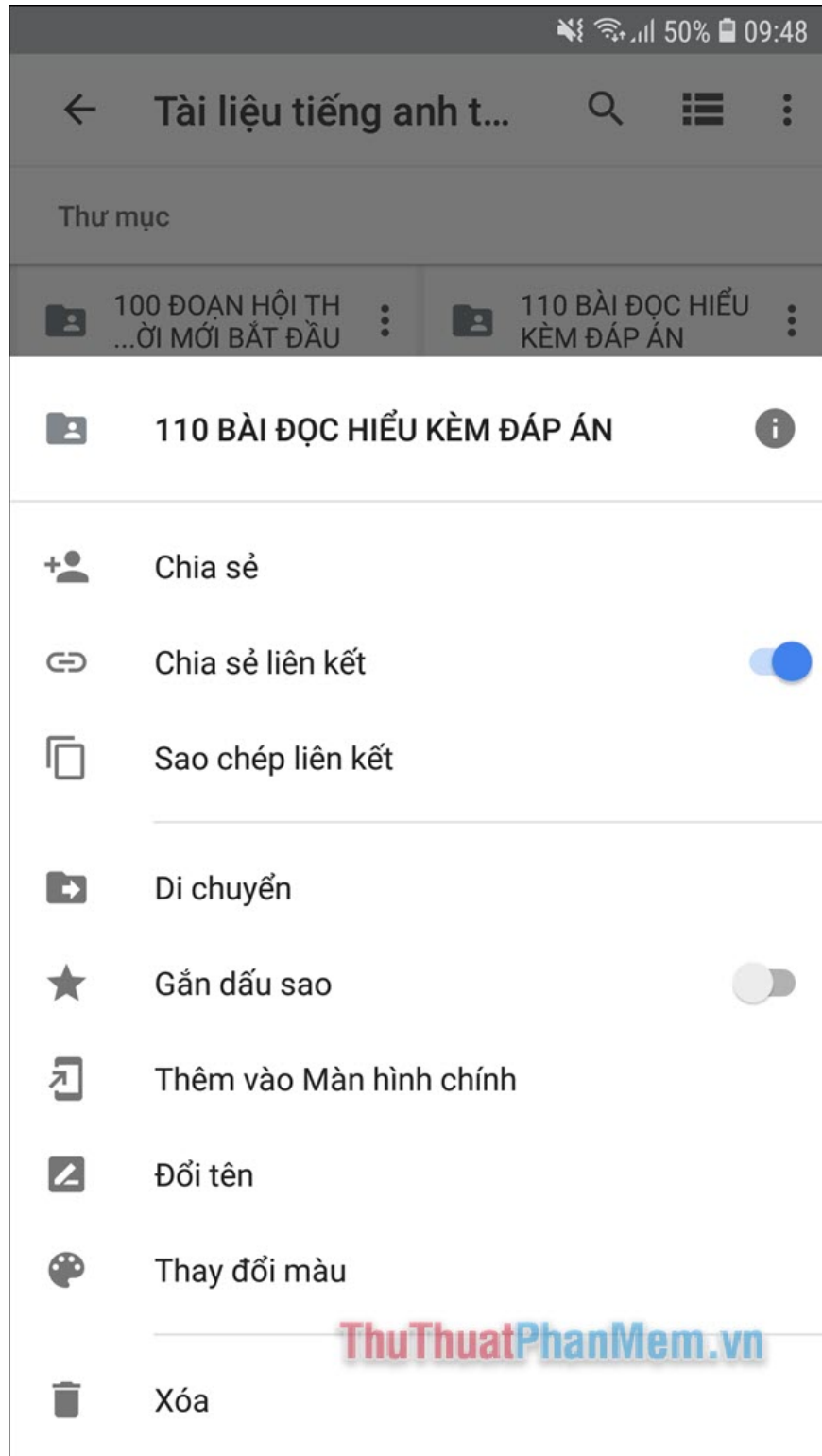
Google Drive gives you basic operations for operating file folders. Click on **the 3 dots** next to each file, the functions will appear.



These functions include:

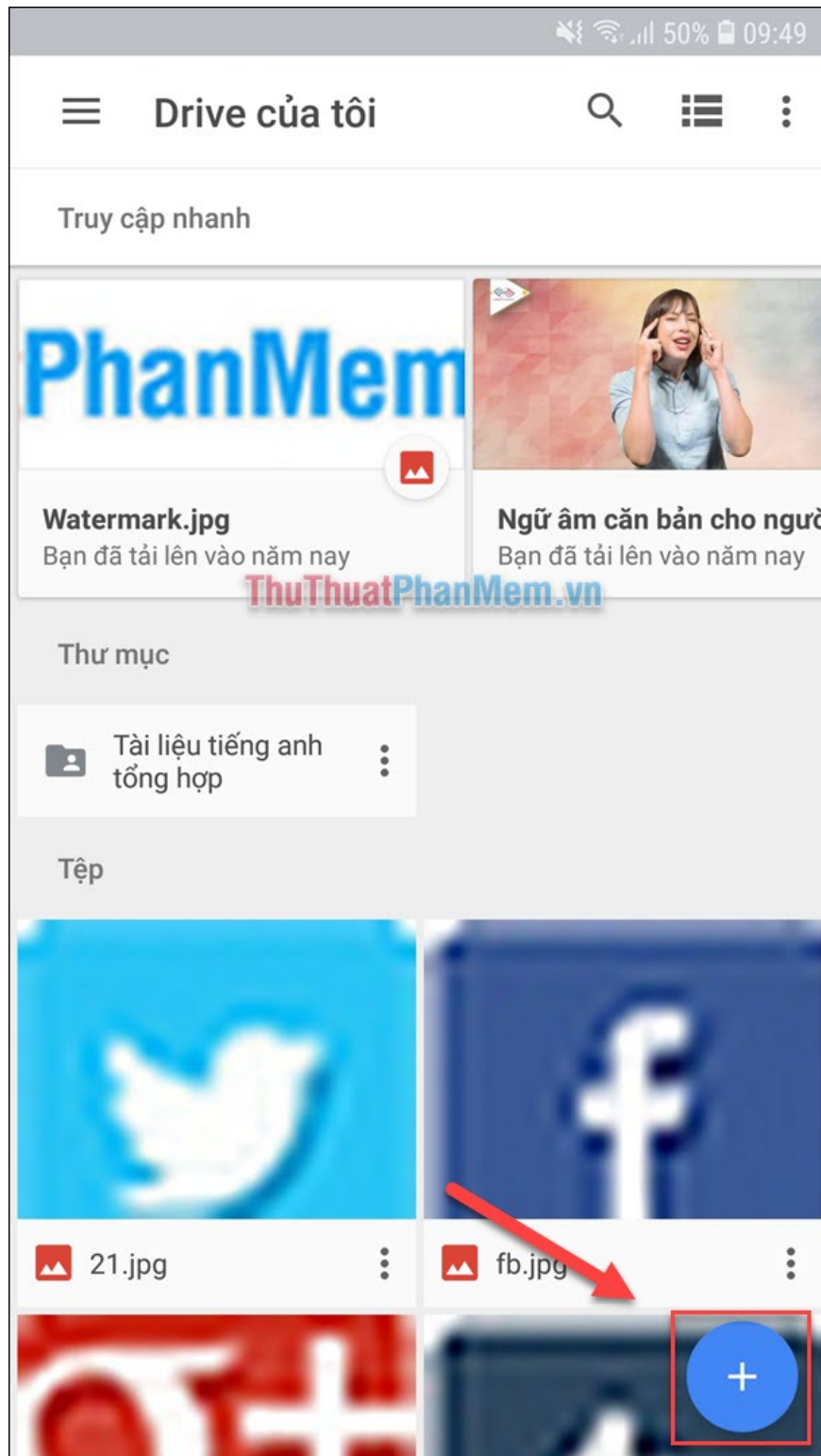
1. Share files with others
2. Move file
3. Star (for important files)
4. Add to the home screen to facilitate opening files

5. Change name
6. For color
7. Erase

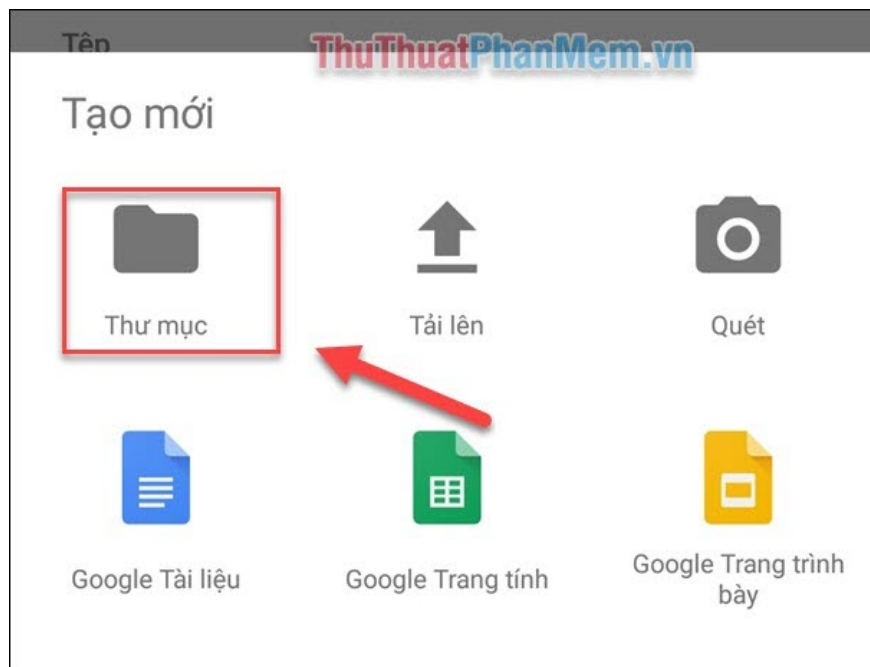


2. Create folders, upload files

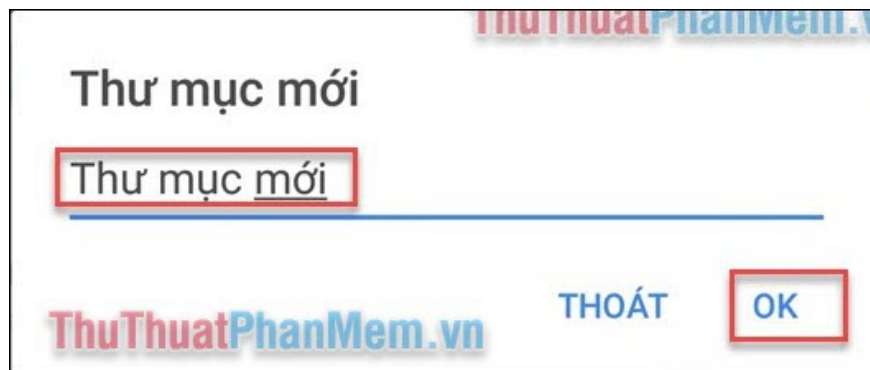
To create a folder, click **the plus sign** in the bottom of the screen.



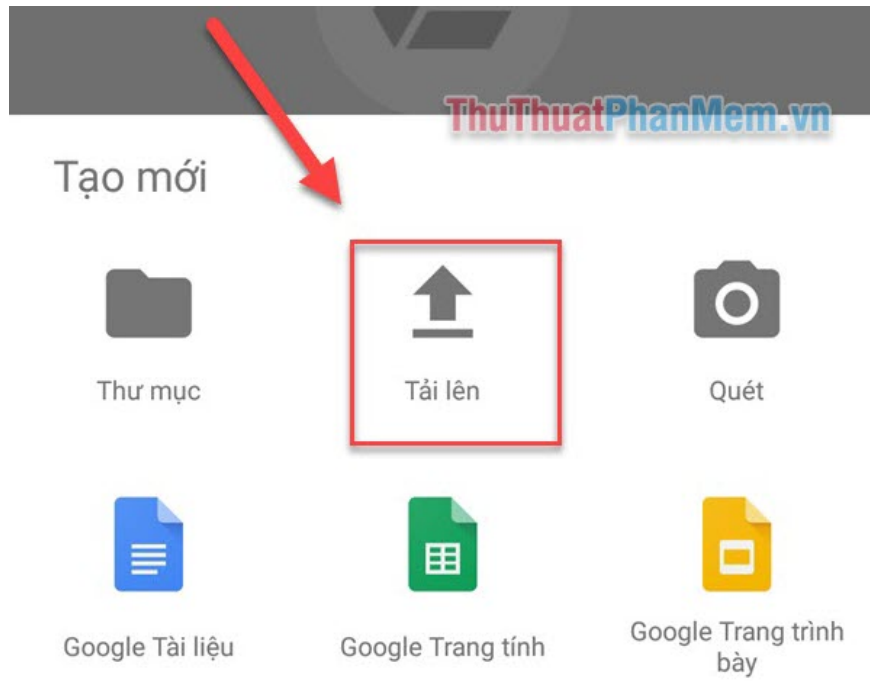
Continue to choose **Folder** .



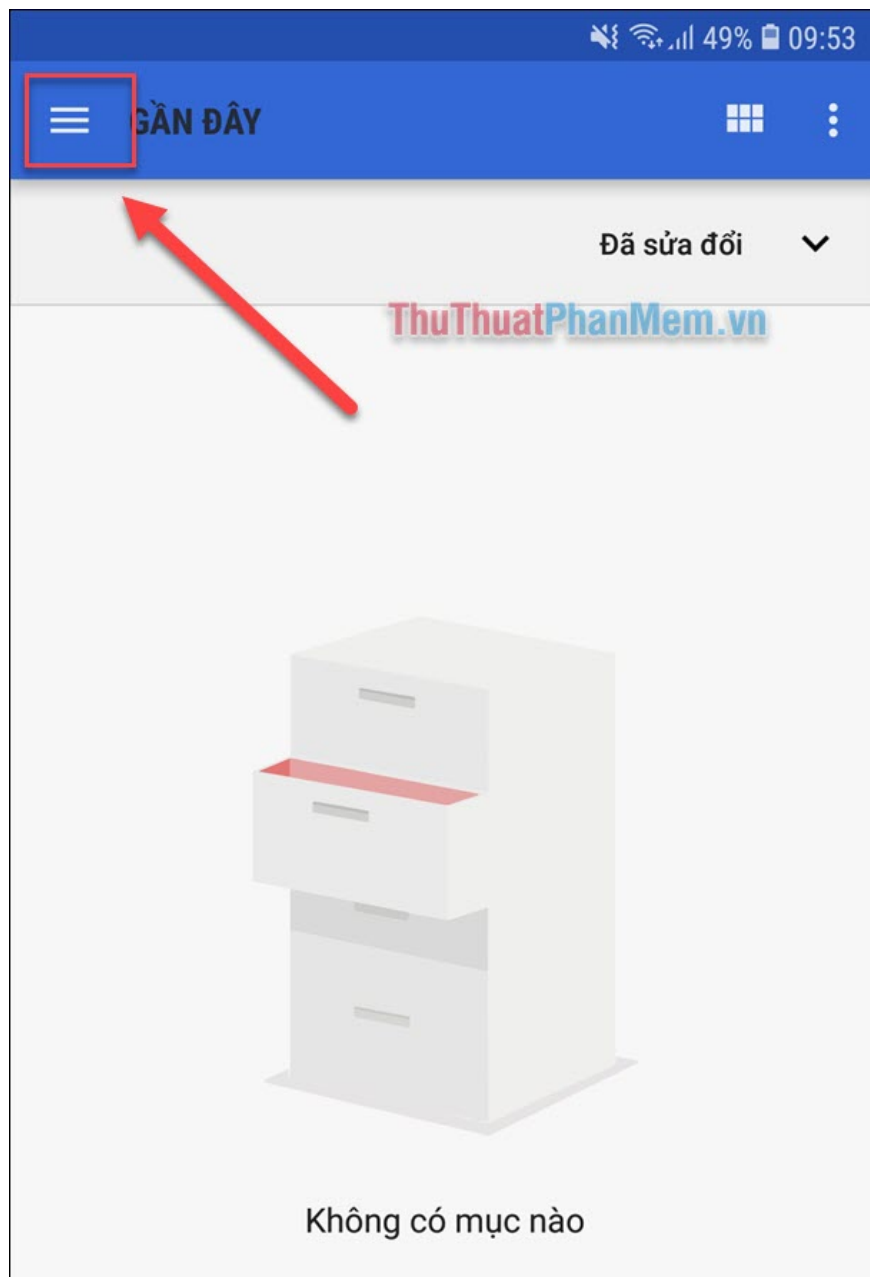
You enter the folder name and click **OK** .



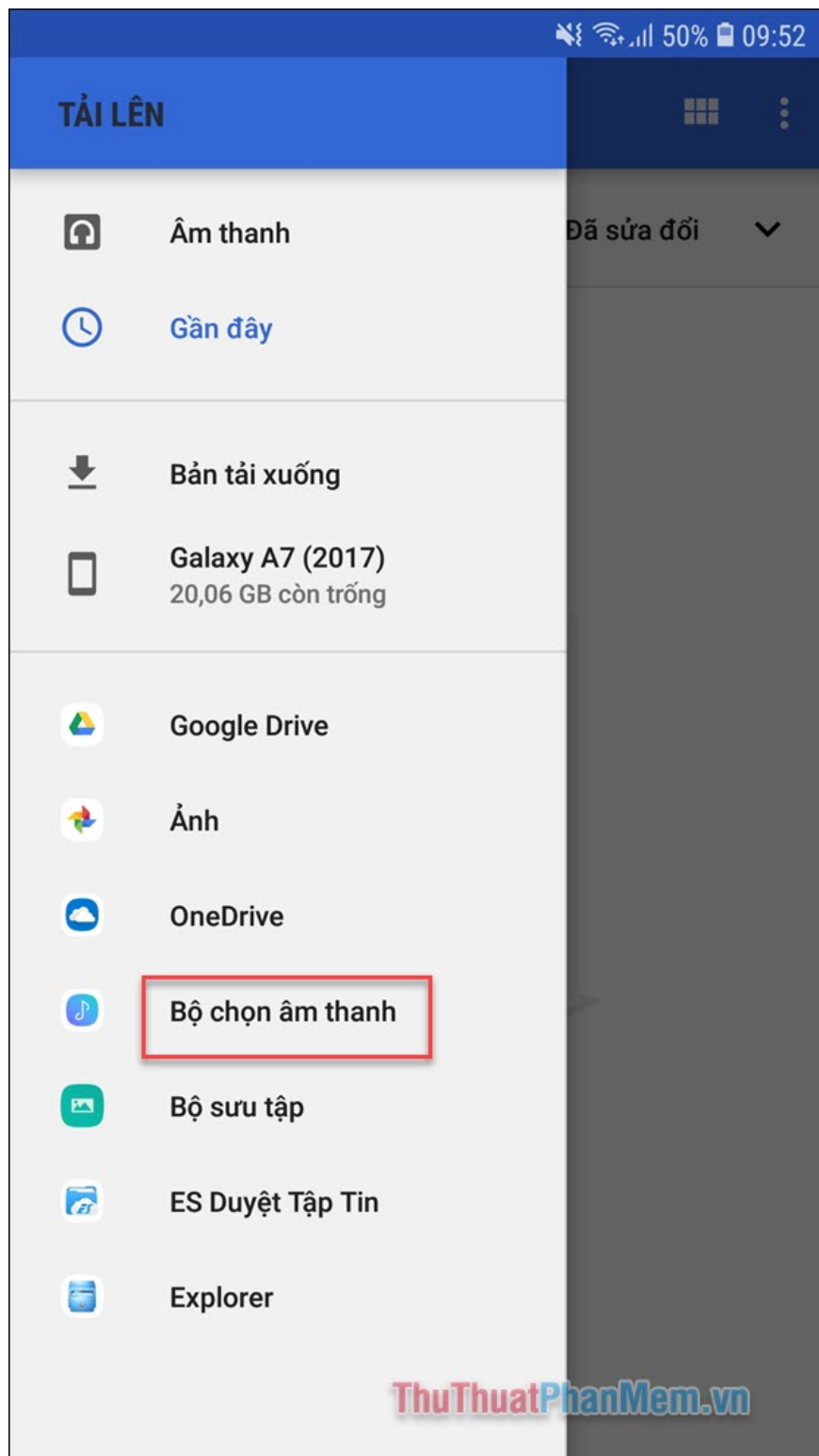
To upload files from your phone, continue to click the plus sign and select **Upload** .



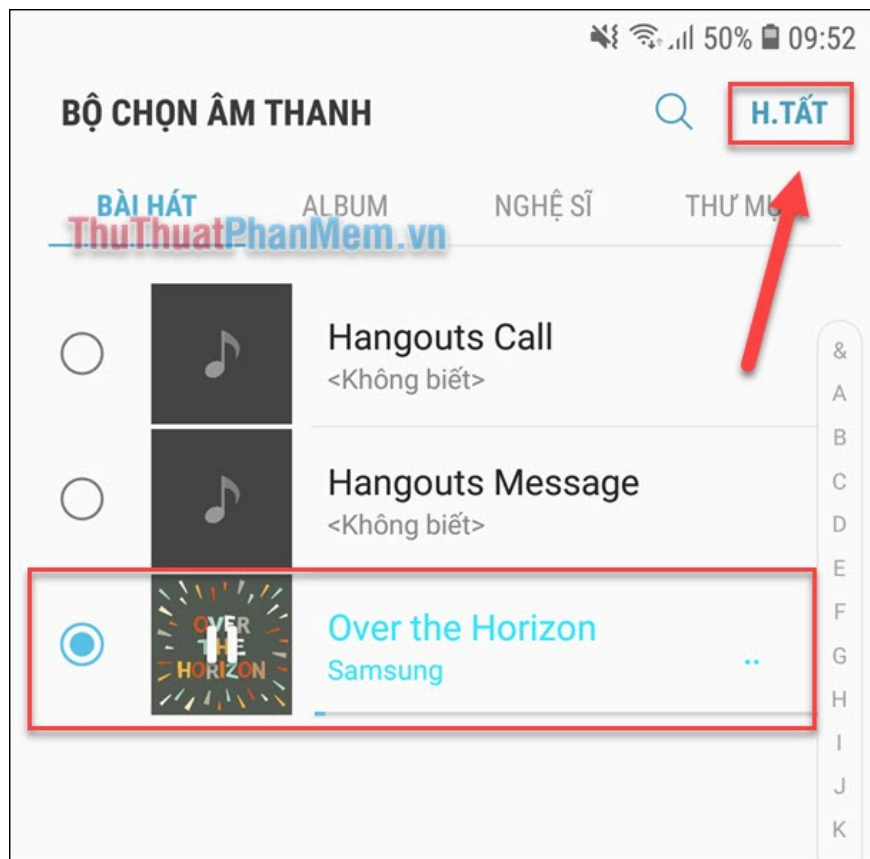
At this screen you select the icon **3 dashes** in the top bar.



Your upload options will be displayed including uploads from Photos, OneDrive, Audio or Gallery. I will try now onto an Audio file.

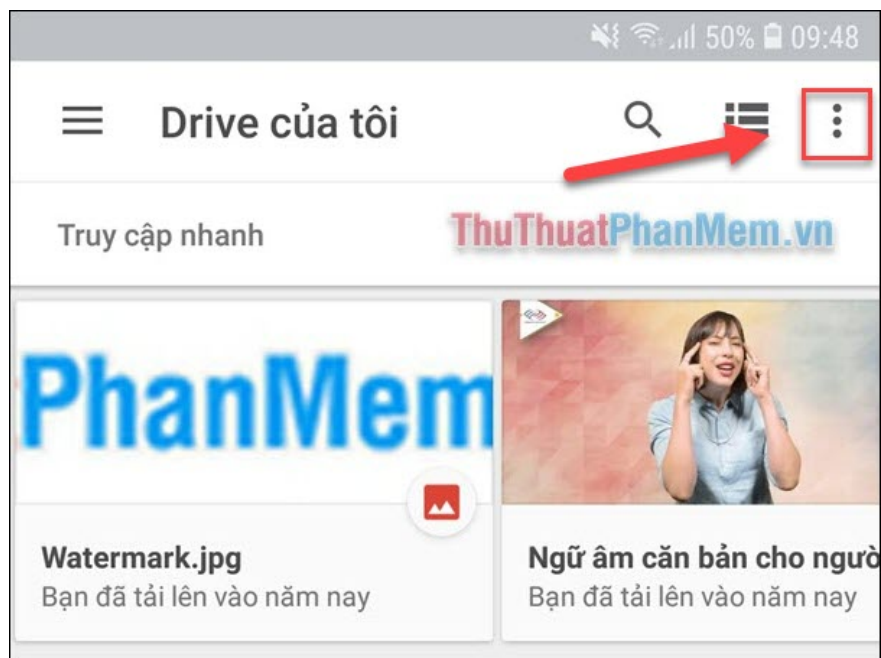


You select the file to upload and click **Finish** .

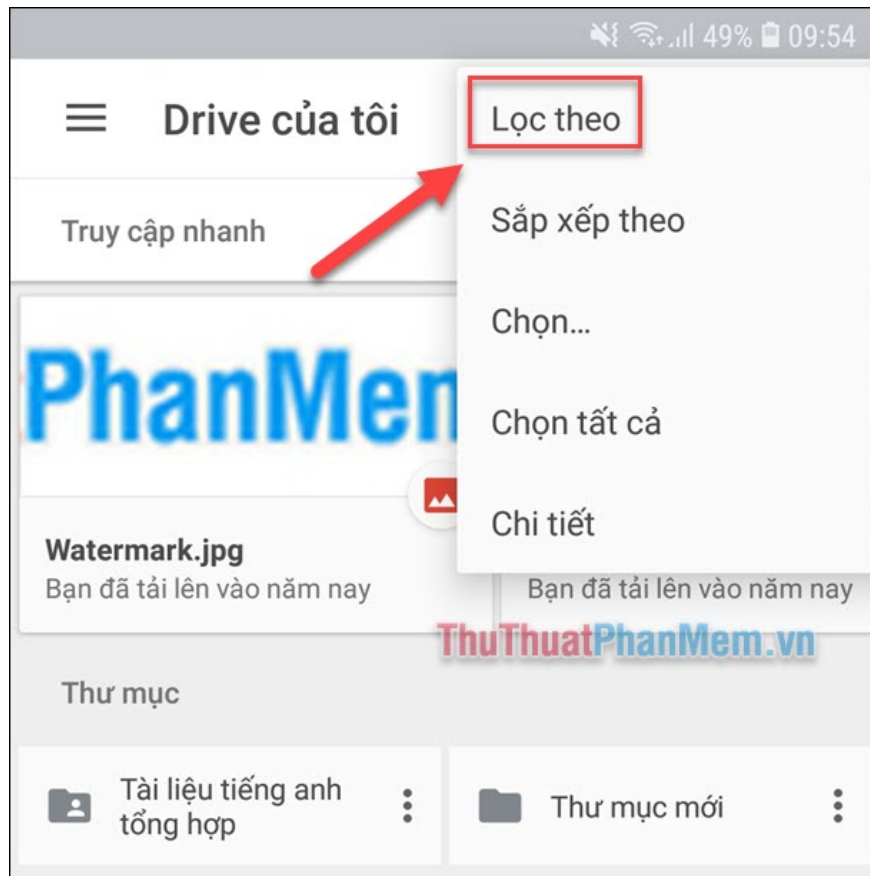


The operations displayed

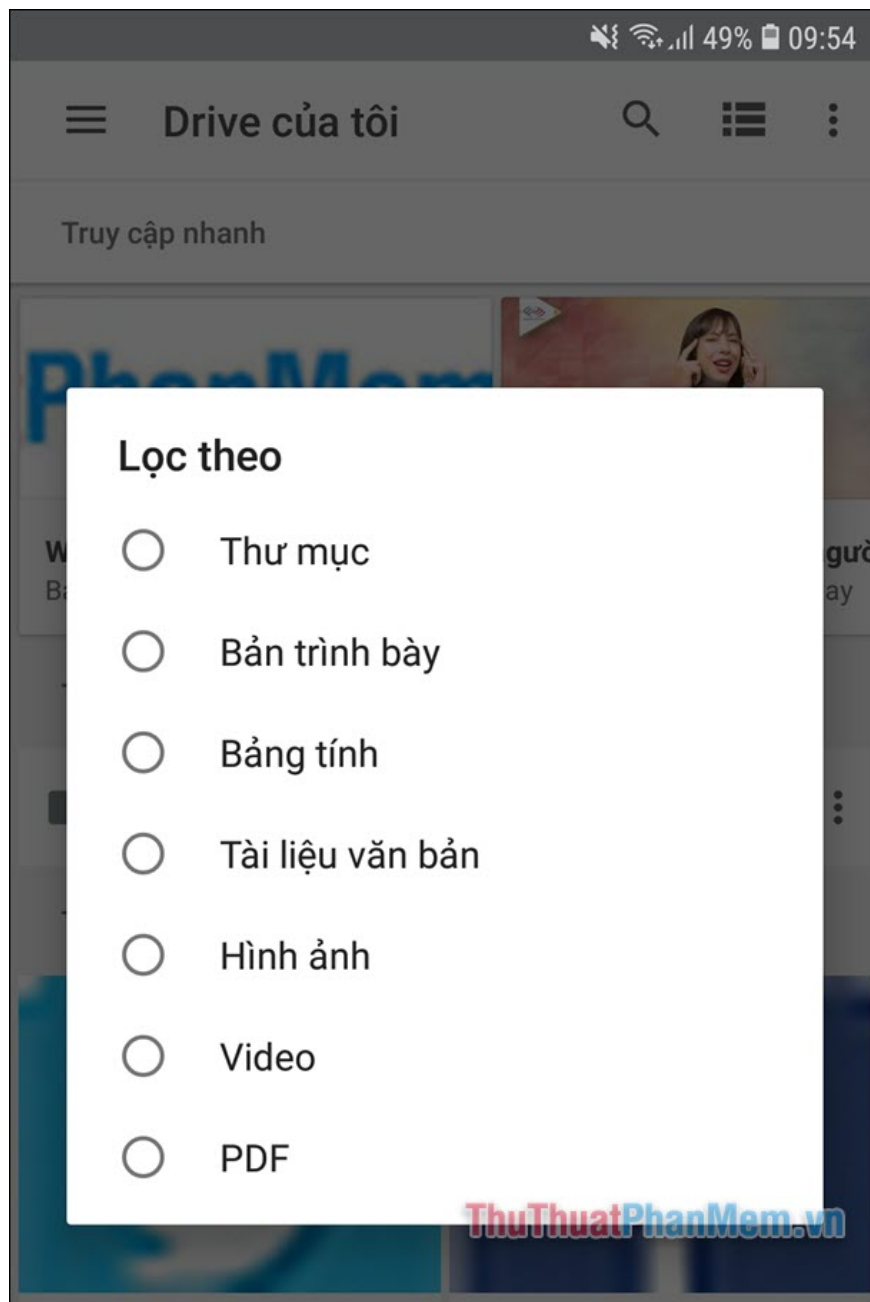
In the main interface, select the **3-dot** icon in the top right corner.



To Filter files for easy searching, select **Filter by** .



Select the **file type** you want to filter.



Select **Sort by** to rearrange the order of the files displayed. You will have the following options.

Sắp xếp theo

Tên



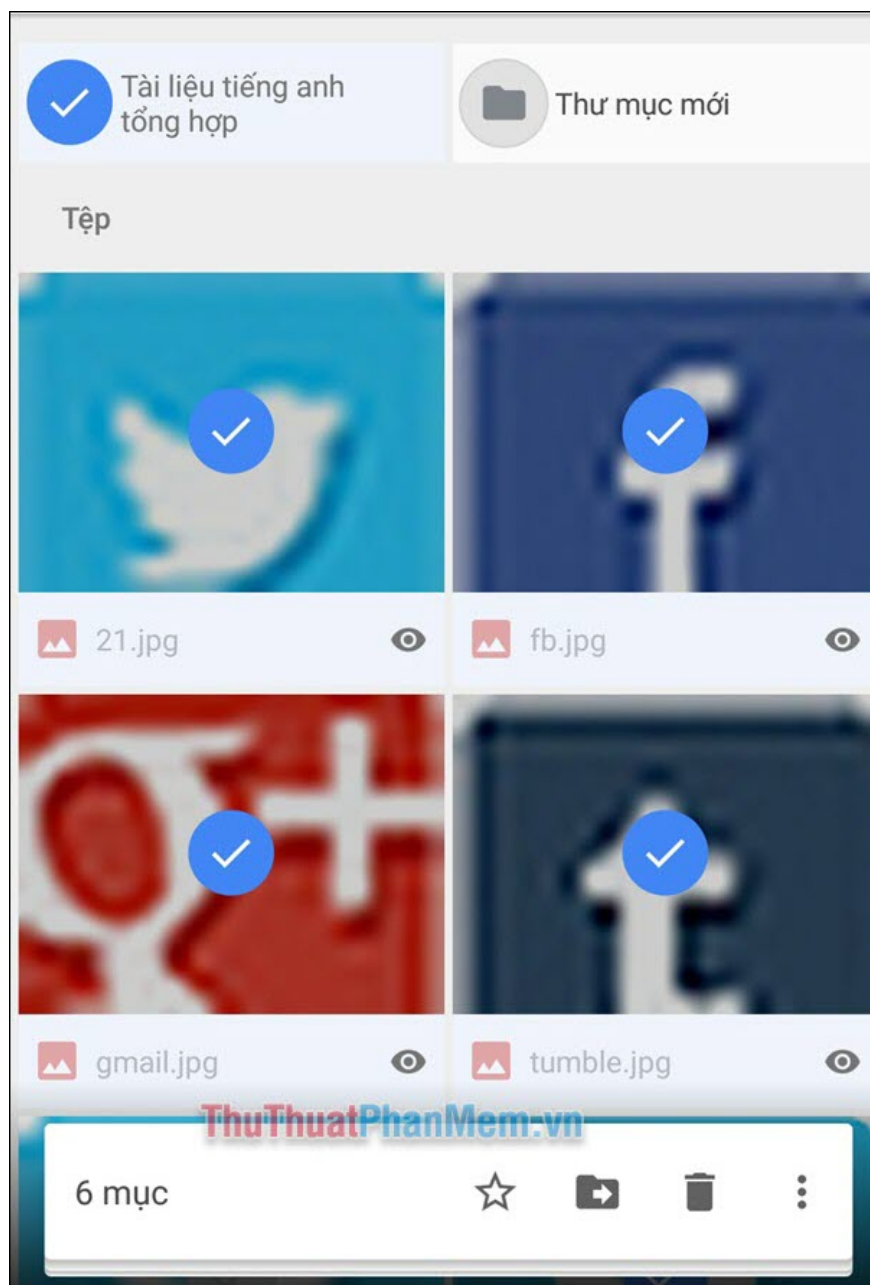
Sửa đổi lần cuối

Sửa đổi lần cuối bởi tôi

Mở lần cuối bởi tôi

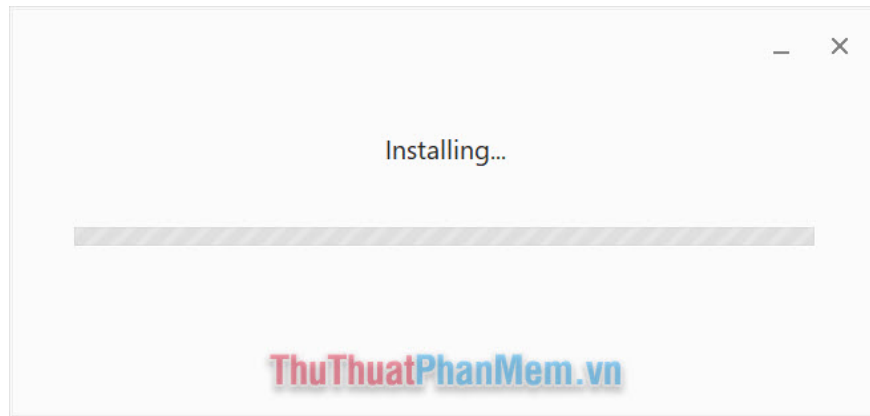
Bộ nhớ đã sử dụng

Click **Select .** to select multiple files at once and process them.

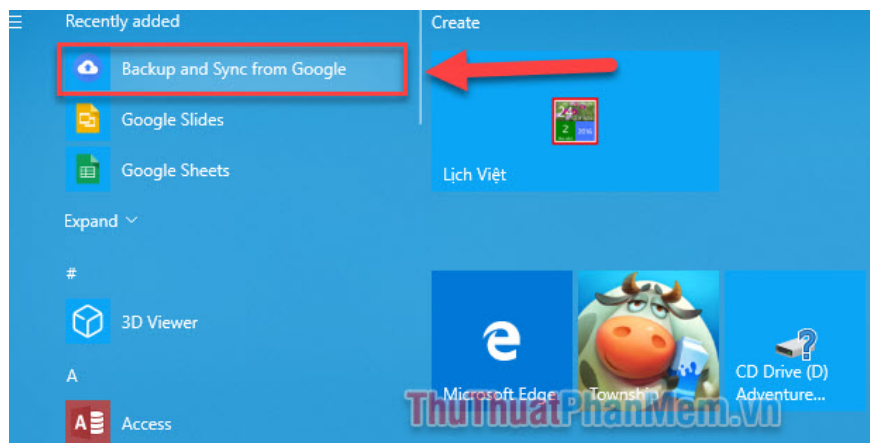


Install and use Google Drive on your computer

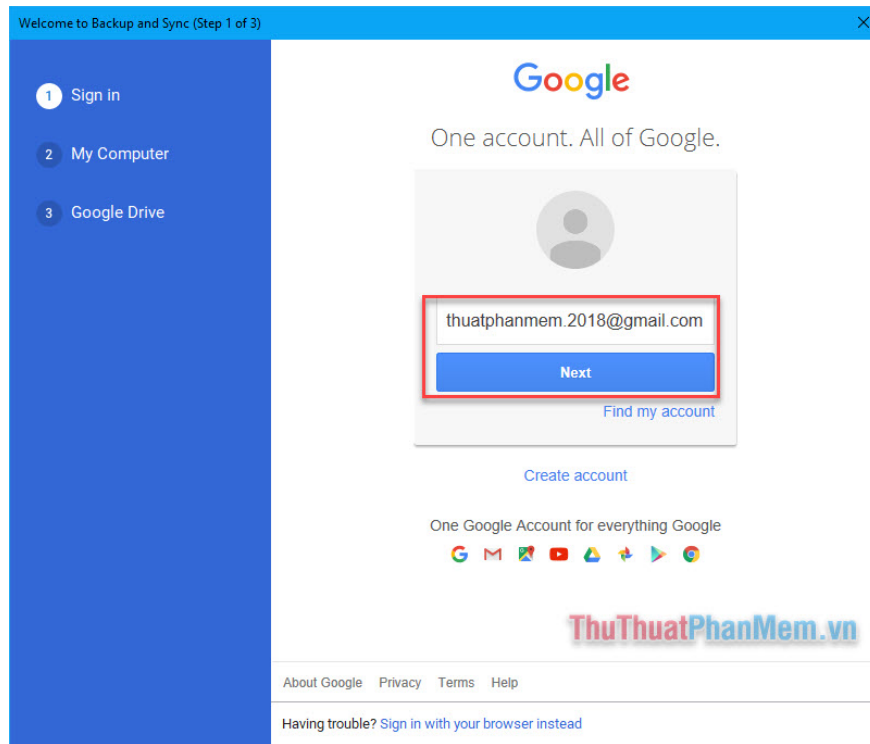
You can access this **address** to download Google Drive for your computer, just open it and the application will automatically be installed.



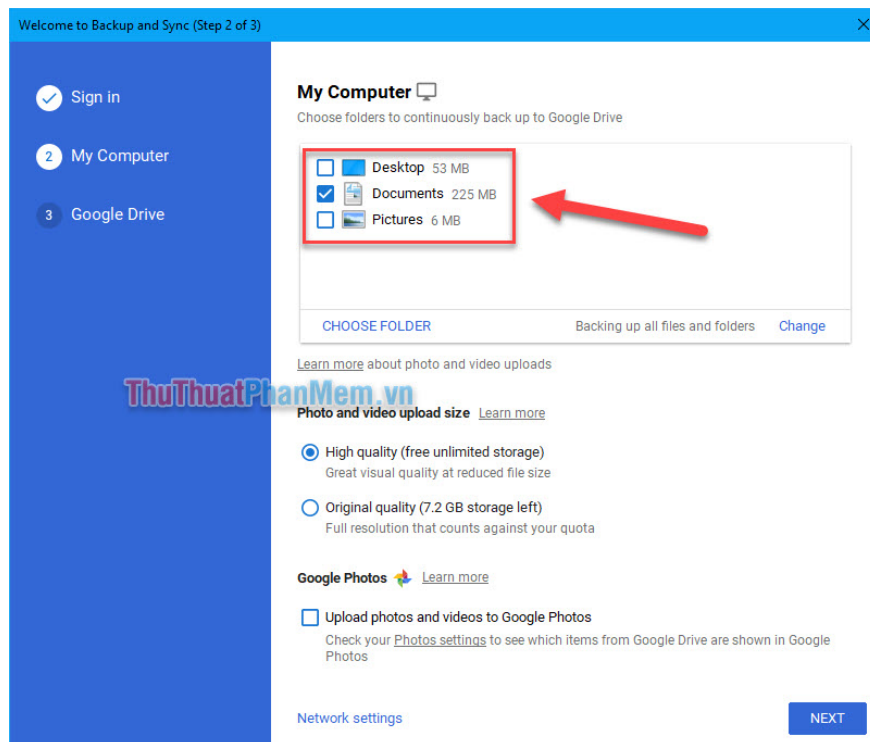
When the installation is complete, press the **Windows** key and open the **Backup and Sync from Google** application.



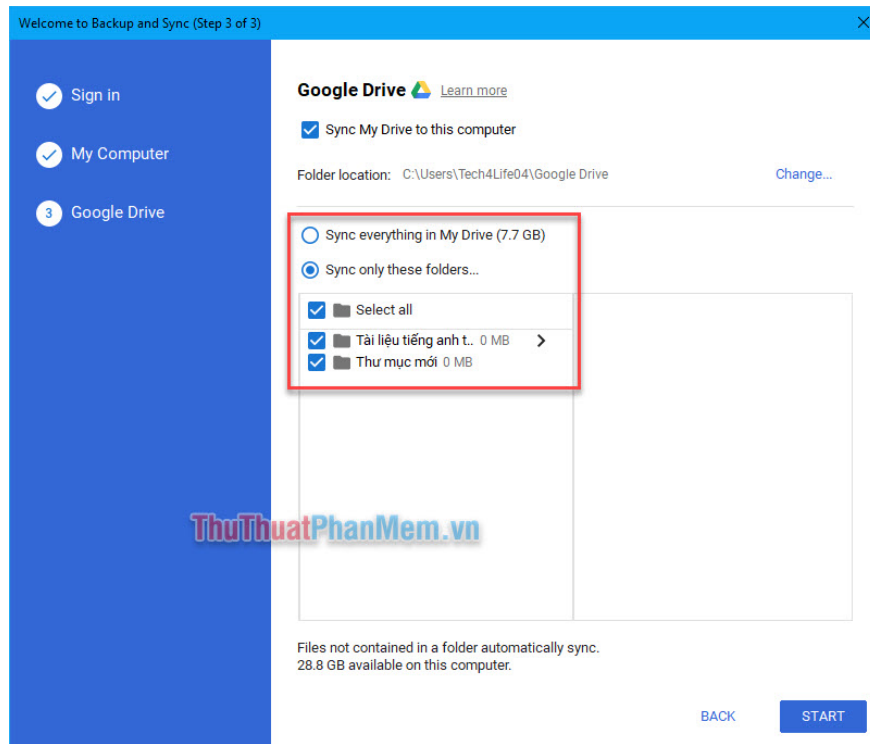
You use your Google account to log in.



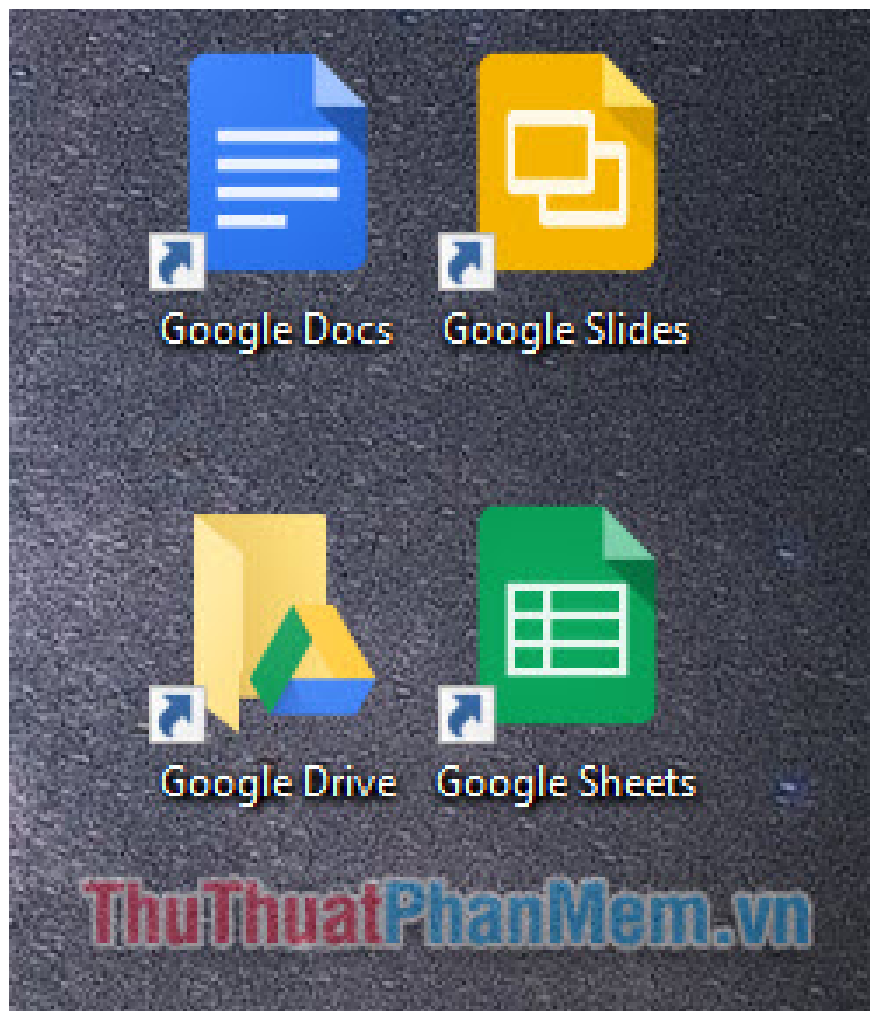
In this section, you can choose the storage area you want to automatically back up on Google Drive, helping to avoid unwanted data loss.



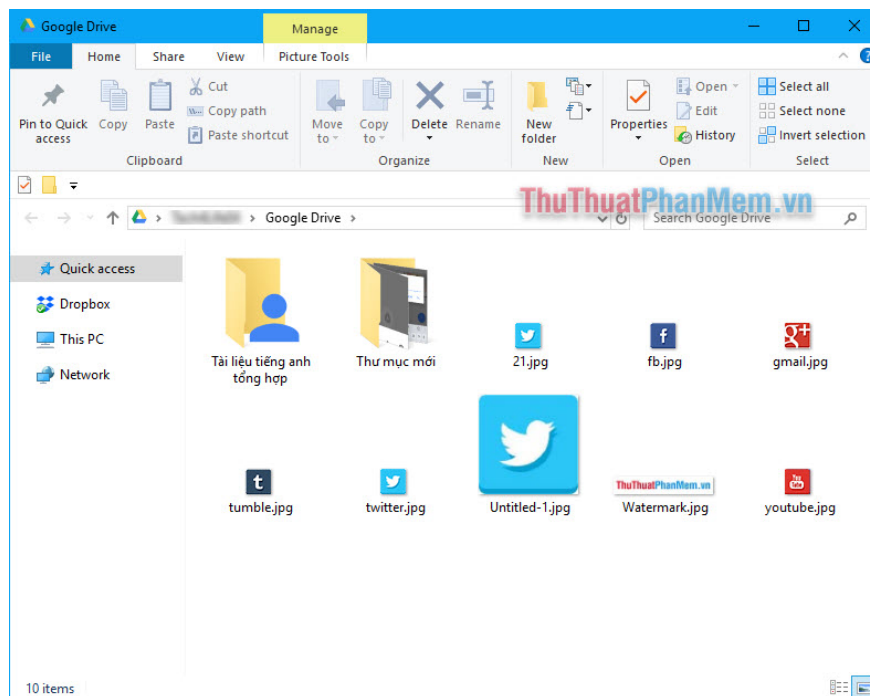
Click Next to the next section to select Sync data on Google Drive to your computer, you can select all or a few folders as you like. Then click Start to start using.



Back to the main screen, you will see additional applications of Google Docs, Slides, Sheets to effectively support your office work.



You open Google Drive and perform the operations with folders and files as usual on Windows File Explorer.



So, through the last article ThuThuanThuanPhucSoft.vn guided you how to install and use Google Drive on mobile devices and computers. Good luck!

You finished reading the article "**Instructions for installing and using Google Drive on phones and computers**" edited by the [TipsMake](http://TipsMake.com) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.