Accessing Google Drive

If your school has set up Google as part of Frog, you can access all your Google files, including shared files inside FrogDrive.

To access this section:

- Open **FrogDrive**
- You'll be prompted in a pop-up **Choose an Account** or **Sign into your Google Account**. It may be that your school has also set up Frog-to-Google sign in, so you might not even see this screen. If you do though:
- Fill in your Google login details. Depending how your school has set this up, this may match your network login details.
- You may get a message saying the **app isn't verified by Google**. This app is actually talking about your Frog. Don't worry, just click on **the Advanced section** and then **click the link**.
- You'll then be shown a screen explaining that Frog wants access to your Google Account. It's nothing scary, only you get to the files in your drive, but it does allow Frog, the website, to display your Google drive for you inside Frog. So it's safe to click **Allow**

The pop-up closes and sends you back to Frog. You will occasionally need to sign-in through the same process – but as you've seen, it's not complicated.

If you make a mistake and sign in as someone else – this can happen on shared computers where Google will remember the last person to access Google Drive. You can unlink your Google account from Frog using the option in My Preferences:

- Click on the **Profile menu**
- Choose **My Preferences**
- Select **Linked Accounts**
- Select **Disconnect**

All you then need to do is open FrogDrive and you'll be prompted to sign in again.

Now that you are signed in, you can see both your Google Drive and any documents or folders that have been Shared with you. There's a direct link to your Drive – should you need it and you can preview any Google document directly inside Frog.   Note the Open in Google button too.   This opens the document in a new tab, ready for you to edit.

You're probably wondering what the benefit to having Google Drive in Frog is. Well, the main reason is so that you embed documents in Frog sites – and then add additional teaching materials around them.