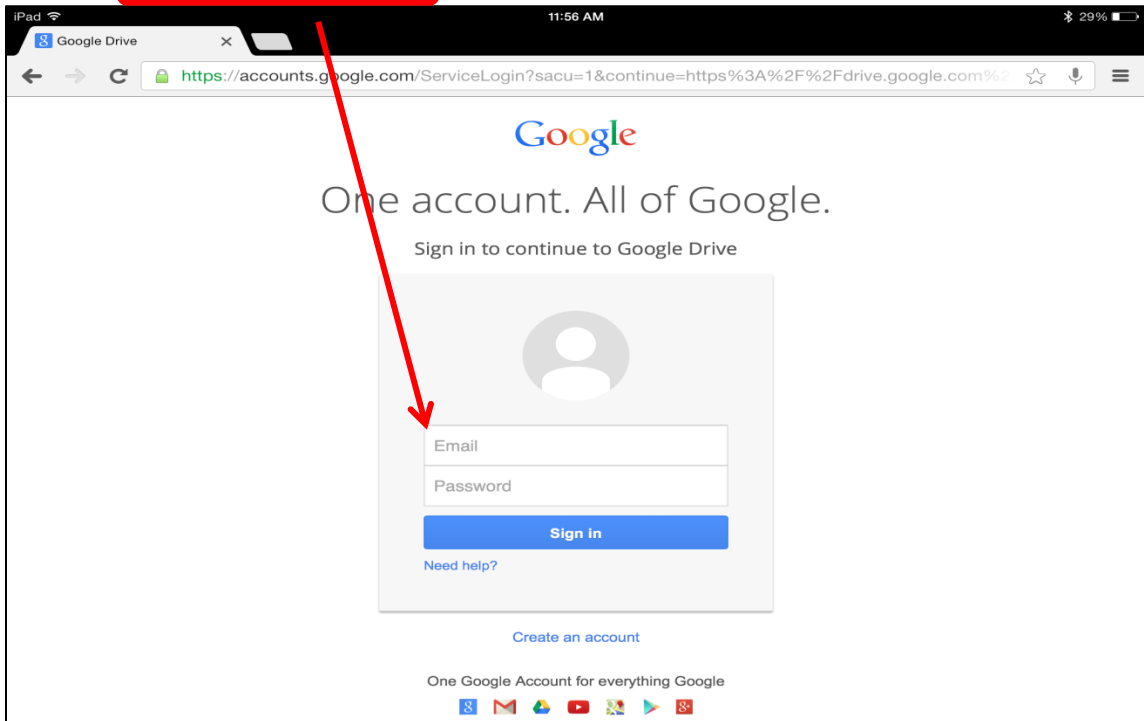
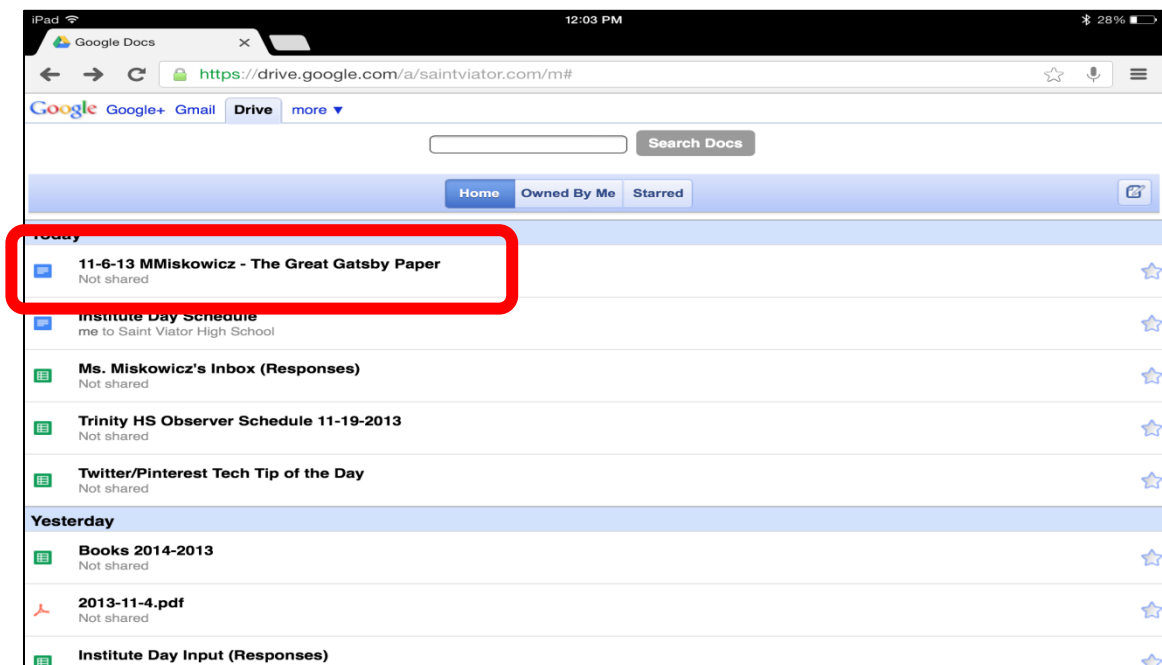


# “Handing In” Homework Assignments via Google Drive

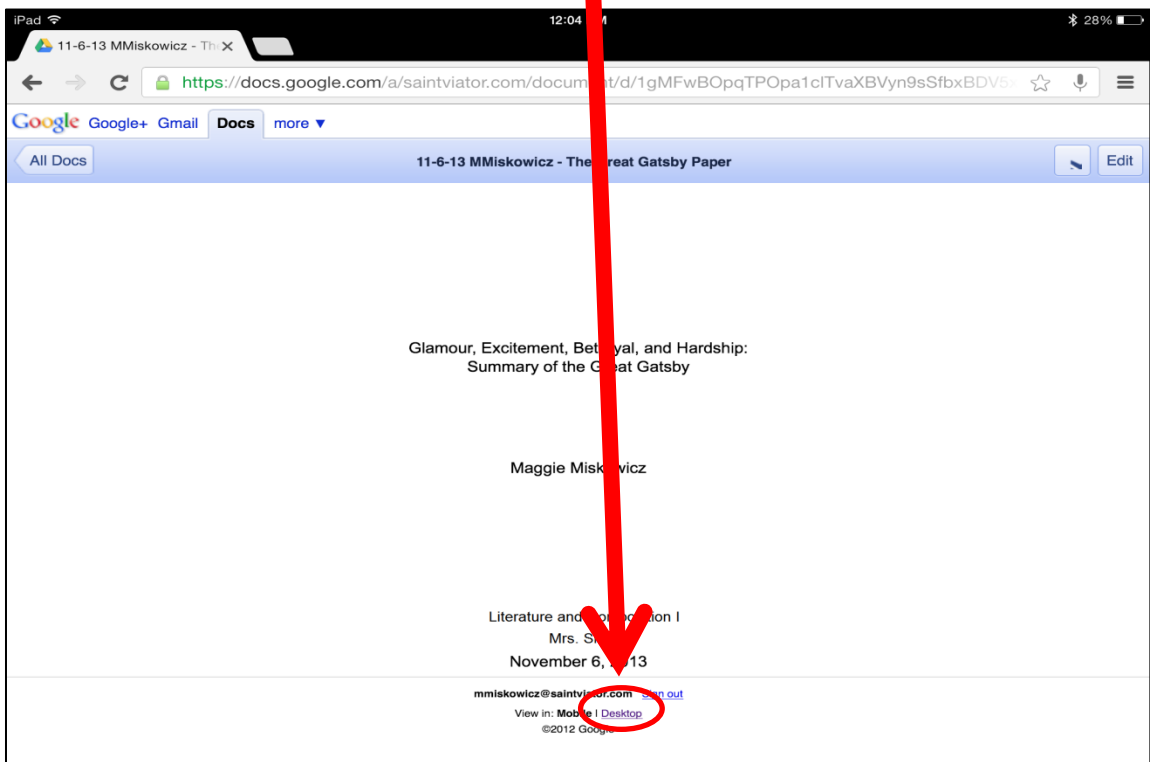
- 1) Completed homework must be accessible in your Google Drive.
- 2) On your iPad, open **CHROME web browser** (if you do not have it, download it for free in the App Store; it must be this browser other’s may not work) and go to [google.com/drive](https://drive.google.com) and SIGN IN with your **St. Viator email/password**



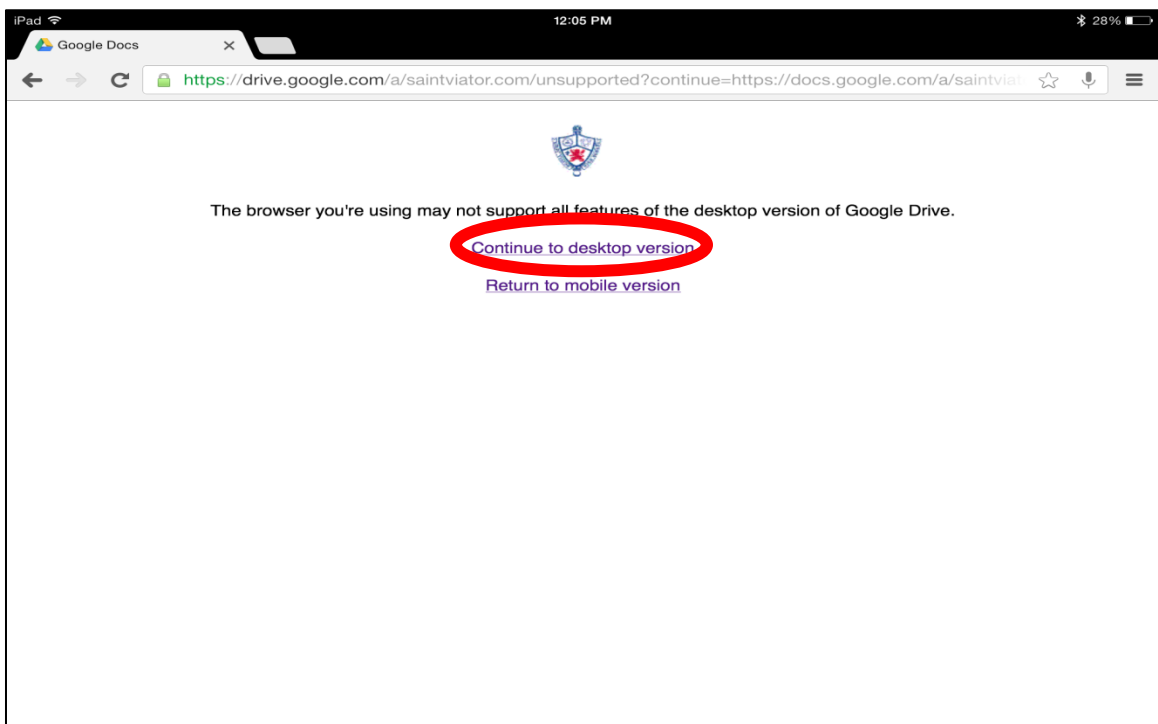
- 3) Once in your Drive, find your homework assignment and tap open it.



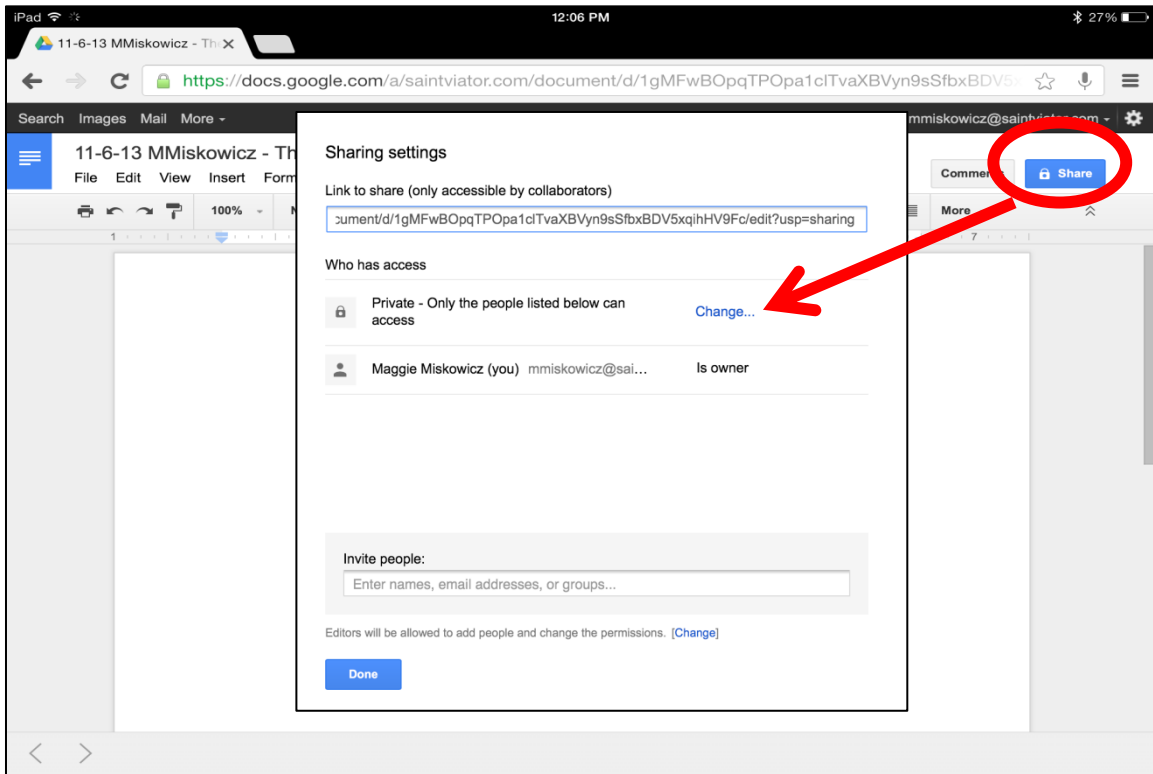
- 4) When you open your assignment you will be in the *Mobile version*, so you will have to change it to Desktop mode **first** in order to SHARE THE DOCUMENT WITH YOUR TEACHER. Desktop mode can be found at the bottom of the page. Tap the word Desktop.



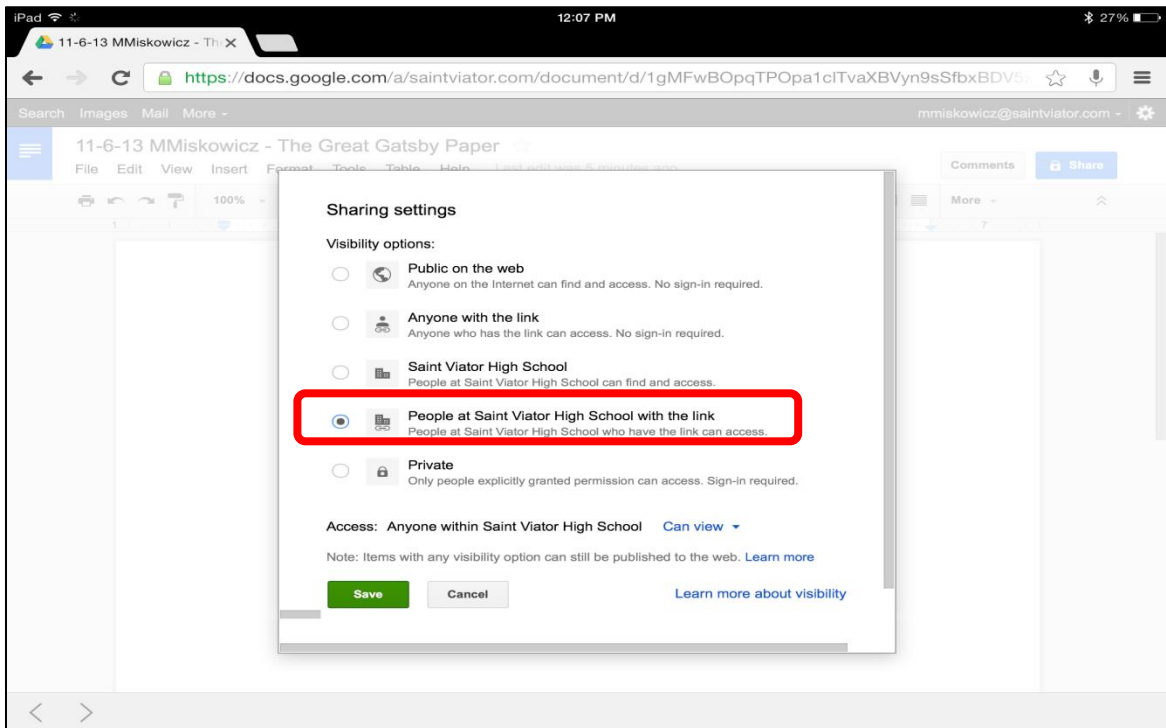
- 5) You will be shown a message about not all features being supported, but you will tap “Continue to the desktop version”



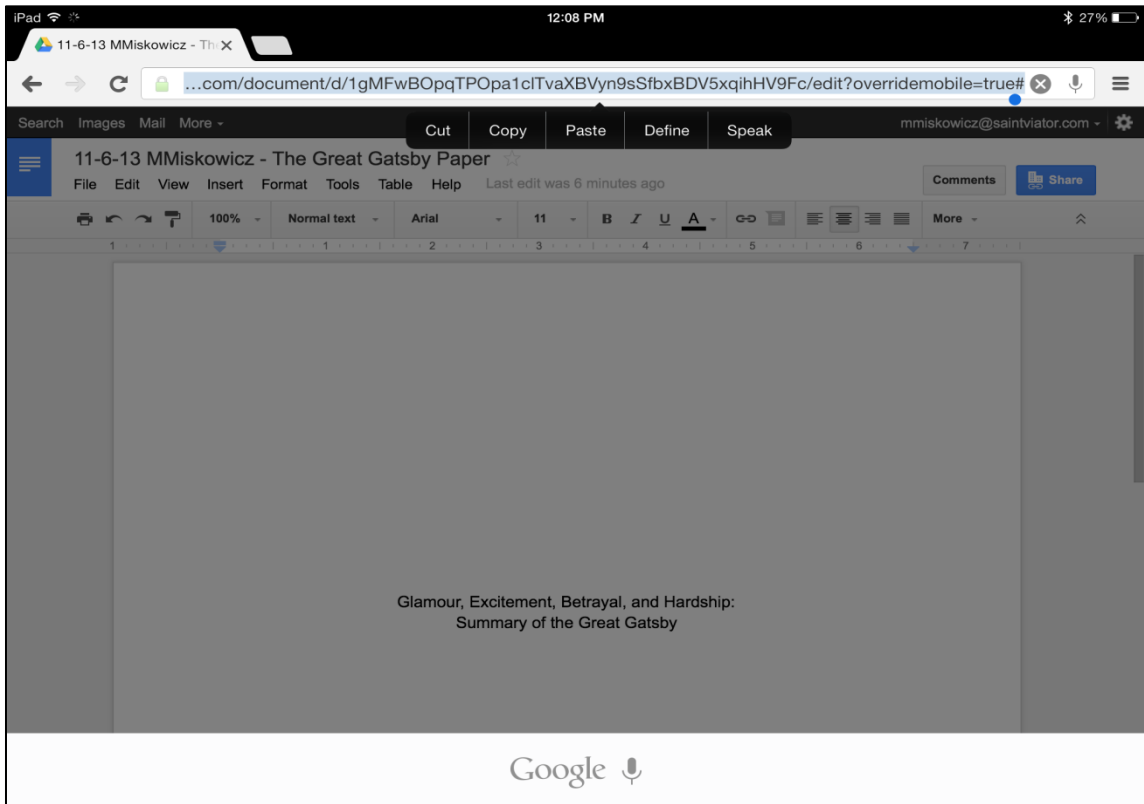
- 6) Once back on your homework assignment, tap the Share button, then tap Change... to change the share settings.



- 7) When you are in Visibility options, change from Private to “People at Saint Viator High School with the link” and SAVE. Once you see “People at Saint Viator High School with the link” under Who has access, click Done.



- 8) When you are back to the document, in the address bar tap the web address, Select All, and Copy the document link.



- 9) Lastly, go to your teacher's Homework form. Fill it out everything and paste the link to the homework assignment.

