

# Images in Google Drive

## OVERVIEW

This job-aid provides information on how to upload images into Google Drive and get the URL for those images.

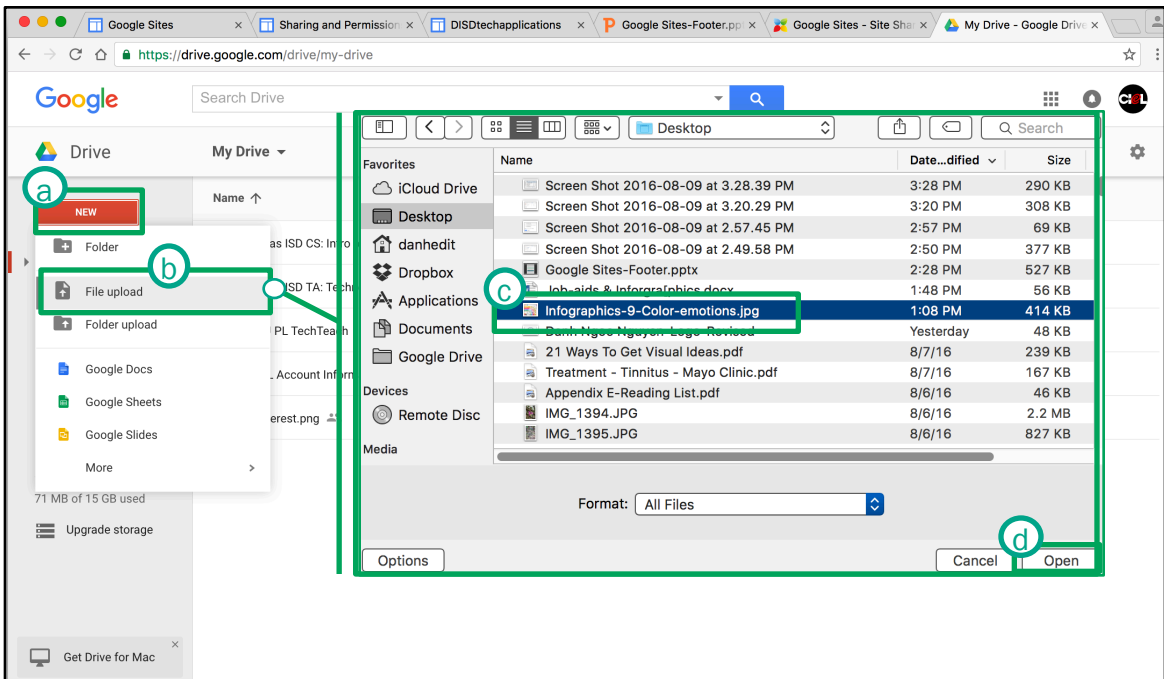
### 1. UPLOAD IMAGES INTO GOOGLE DRIVE

#### OPTION 1:

1. Open Google Drive.
2. Click **“New”** (a)
3. Select **“File Upload”** (b)
4. Choose a file (c) and click **“Open”** (d)

#### OPTION 2:

Drag files into Google Drive



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## 2. GET URL FOR IMAGES

### OPTION 1:

1. Select the image in Google Drive.
2. Click on the **“Chain Link”** icon.
3. The link of the image is copied.

### OPTION 2:

1. Right click on the selected image in Google Drive
2. Select **“Get Shareable link”**
3. The link of the image is copied.

