

Google Apps- Image or File Downloads & Image Use

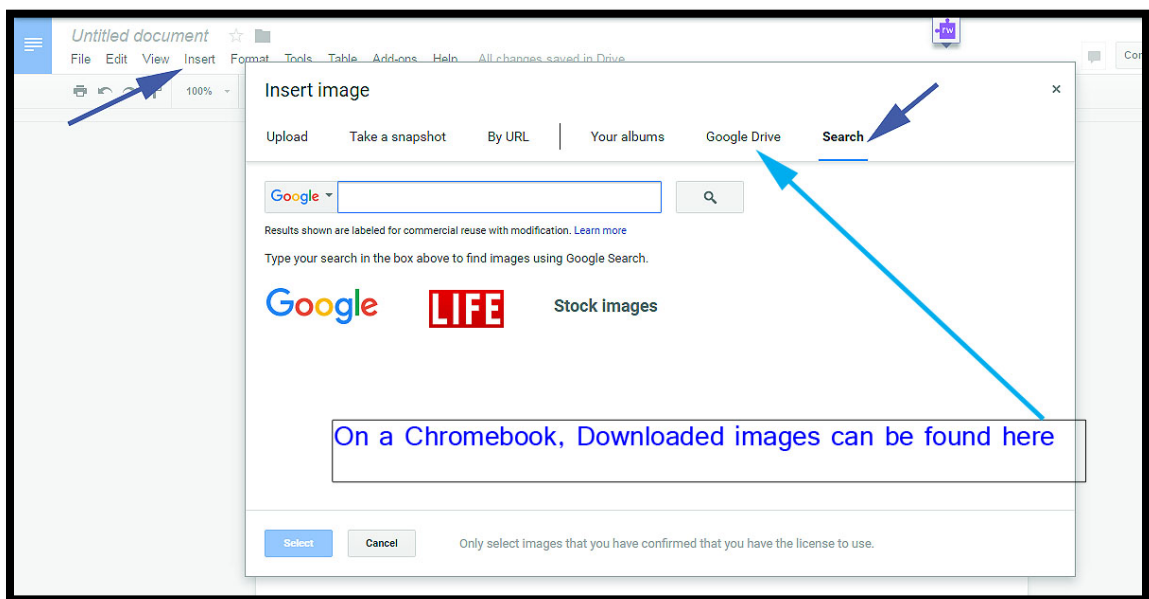
For those who were having issues finding downloaded files (PDF or Image) on the Chromebooks, this information may help to clarify.

Google File/Image download on Chromebooks:

Once logged into a Google Chromebook, any file or image download goes directly to the user's Google Drive, and *not* to the File folder on the device.

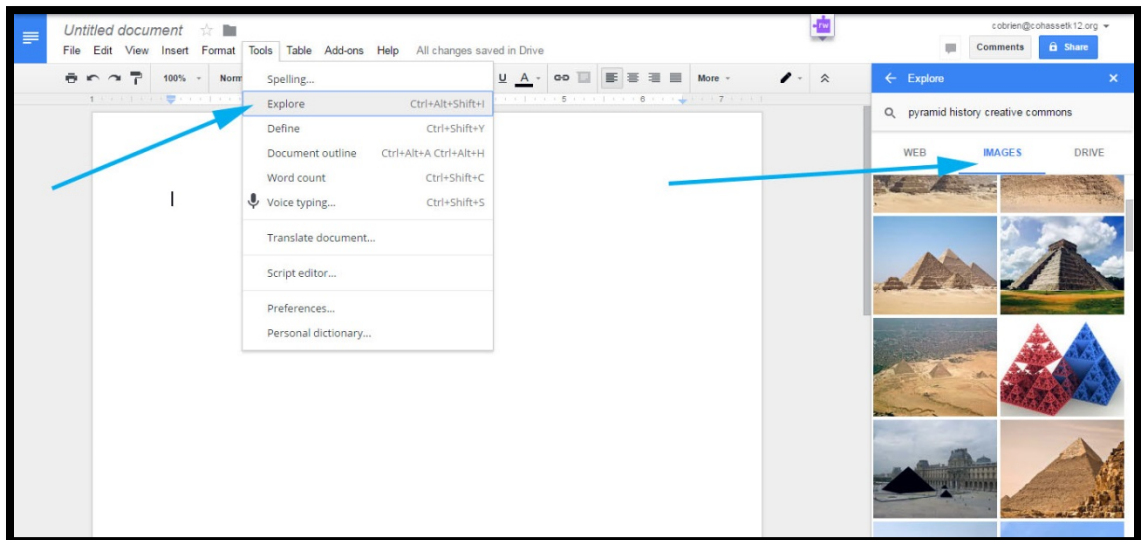
A more direct way for students to access & insert images within Google apps like Docs & Slides is to use the Insert option in the menu bar-and search directly for images there. See the picture below.

Insert Image Option 1

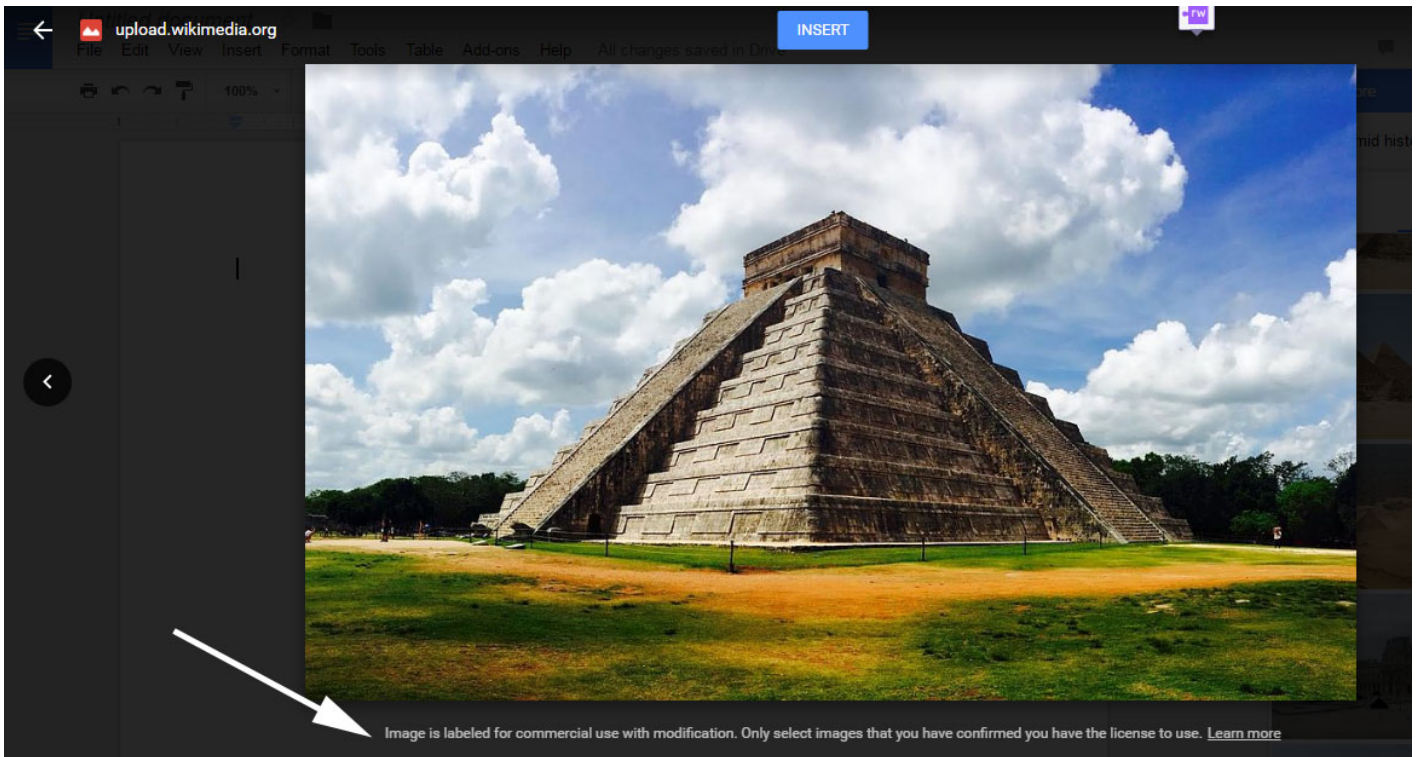


Insert Image Option 2

Tools-Explore can offer Web, Images, Drive



Usage rights will appear under the image when selected within the Explore Tool.



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