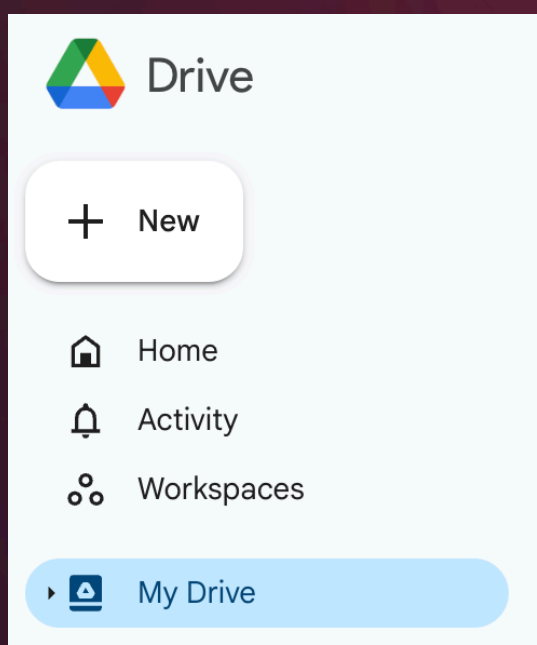


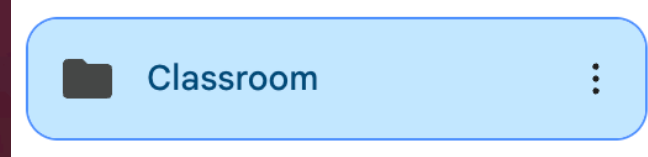
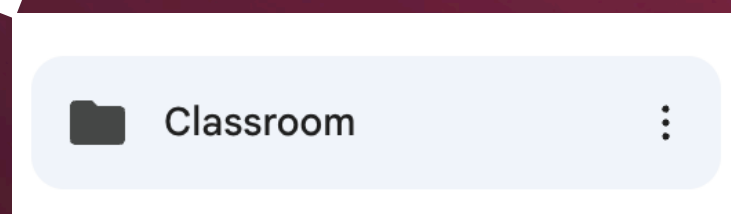
Downloading Google Folders and Files



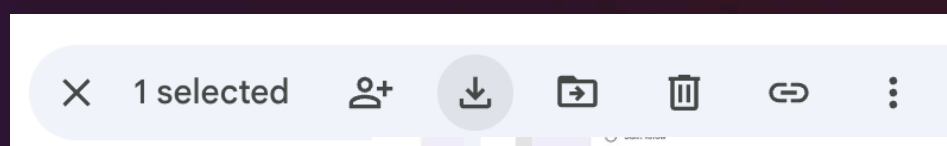
Login to Google and go to your Drive



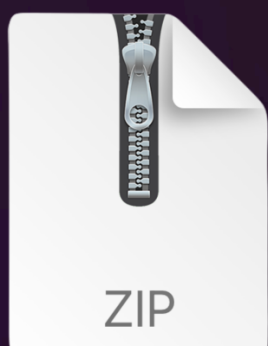
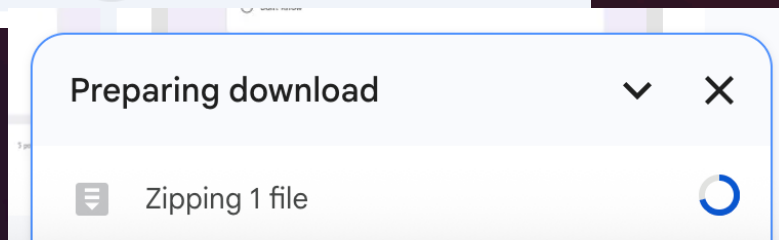
Once in Drive Select "My Drive"



Go through and select the files and folders you want to keep. You are then given the option to download. If you wish to simply download everything select the top file and then shift click on the last file to select all.



Once you download Google will zip your files and then download them.



Once unzipped you can place the files directly into Teams or OneDrive

