



RAPPAHANNOCK UNITED WAY

HOW TO UPLOAD ON GOOGLE DRIVE

You must have a Google account - like Gmail

- Go to the cube of nine little squares next to your profile picture on Google (upper right hand corner)
- Select "Drive" – Its icon is a triangle
- Select "New" (left side of page with +)
- Select "File Upload"
- Upload video
- Once you see your video in Google drive double click on it
- In the upper right hand corner of the screen is a toolbar – click the 3 dots
- Select "Share"
- Add our email address: rappunitedway@gmail.com
- Click done

