



## Google Drive

Information about the tool	
<b>Target group:</b>	<input checked="" type="checkbox"/> Administration/Management <input checked="" type="checkbox"/> Coordinators <input checked="" type="checkbox"/> Volunteers
<b>Category:</b>	<input checked="" type="checkbox"/> Online Tool <input type="checkbox"/> Learning platforms <input type="checkbox"/> Software/ Desktop application <input type="checkbox"/> (Social) Network <input type="checkbox"/> App <input checked="" type="checkbox"/> Others
<b>Work area:</b>	<input type="checkbox"/> Project Management <input type="checkbox"/> Communication Management <input type="checkbox"/> Video Conferencing <input type="checkbox"/> Collaboration/Team Work <input type="checkbox"/> Self-Management <input type="checkbox"/> Marketing <input type="checkbox"/> Personnel Management <input type="checkbox"/> E-Learning/Knowledge Management <input type="checkbox"/> Financial Management <input type="checkbox"/> Presentations/Learning Material Development <input checked="" type="checkbox"/> Others
<b>Language:</b>	English (and a lot of other languages)
<b>Previous knowledge/Degree of complexity</b>	Easy use. No previous knowledge needed.
<b>Link:</b>	<a href="https://www.google.com/intl/en-GB/drive/">https://www.google.com/intl/en-GB/drive/</a>
<b>Provider:</b>	Google
<b>Brief Description:</b>	You can upload your own data like documents, photos or videos, synchronise them with various devices and share them with others. Your data can then be accessed simultaneously by various devices.
<b>Access and usage Information (Costs, requirements cloud based, mobile usability, ...)</b>	Free of Charge
<b>Instructions/ Tutorials</b>	<a href="https://www.youtube.com/watch?v=gdrxAoqfvbA">https://www.youtube.com/watch?v=gdrxAoqfvbA</a>