



# Erasmus+

***Julián Felipe Arce Calvo***  
***Marta Canchado Rodríguez***





Erasmus+

Project: 2017-1-ES01-KA202-038471

“Cloud Computing in the European schools”

## Cloud Storage





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# 1 Solutions Comparative: Google Drive

The enterprise of Google Drive is Google.  
The storage works with a mail service and a photo service, so its possible to store files, save attachments to mails and create backups copies of photos directly in Drive.

Also we can create and collaborate with partners, sharing documents and files, work on spreadsheets and making presentations with the apps Docs, Sheets and Slides.

With google forms we can make a survey, then have a look at the results organised in a spreadsheet.

With Google drawings we can make diagrams, flow charts and embed them to other documents.



URL: [Google Drive](https://drive.google.com)



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# 1 Solutions Comparative: Amazon Simple Storage Service

The enterprise of Amazon S3 is Amazon.  
Is the only cloud storage platform that supports three different forms of encryption. It runs the world’s largest global cloud infrastructure.

Storage administrators can classify, report and visualize data usage trends to reduce cost and improve service levels. Also offers a highly durable, scalable and secure destination for backing up and archiving your critical data.



**S3 Simple Storage Service**

URL: [Amazon S3](https://aws.amazon.com/s3/)





# 1 Solutions Comparative: Microsoft OneDrive

The enterprise of OneDrive is Microsoft.  
With OneDrive is possible to access files from any device  
and web browser, and the changes will be updated on all our  
devices. We can also have offline access and have our most  
important files with us.



OneDrive is encrypted using SSL so don't worry if something  
happens to our device.

URL: [OneDrive](#)

We can share and collaborate files, folders and photos with  
friends and family. With Office 365 online we'll always have  
the latest Office applications.



# 1 Solutions comparative

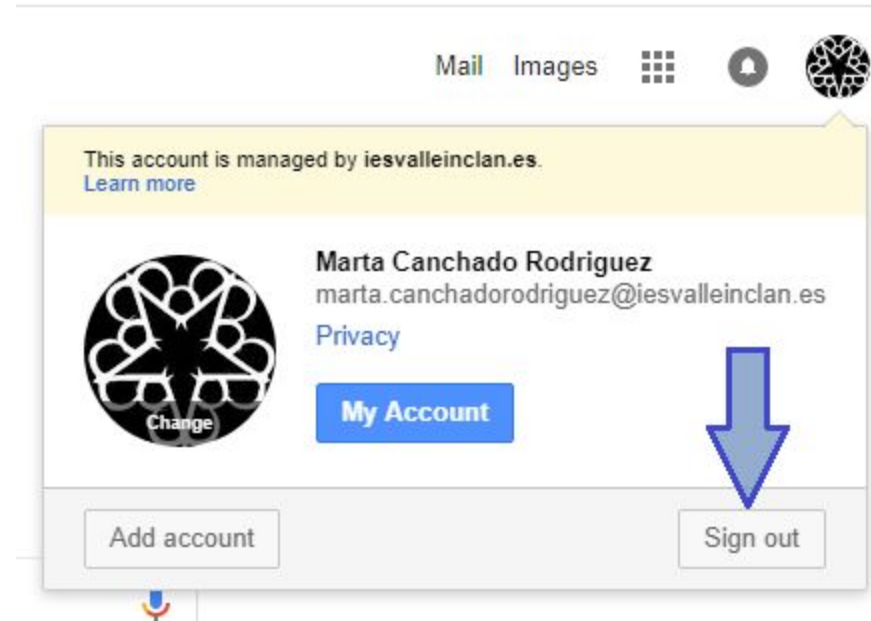
	Google drive	Amazon Simple Storage	Microsoft One Drive
Storage	15 GB 100 GB: 1,99€/month 1 TB: 9,99€/month	Prices depend on the region	5 GB:Free 50 GB: 2 €/month 1 TB + Office 365: 69 €/year or 7 €/month
Multiplatform	Compatible with all web browsers, but only the last version of them. Compatible with all devices.	Compatible with all web browsers and devices, also works with old versions, ideal for old computers.	Compatible with all web browsers and devices
Tools	Mail, photos and document edition online: Google Docs, Slides and Sheets.	Nothing, only the storage.	Photos and document edition online: Office Online.



## 2 Google

### Advice:

- ❖ Make sure that you close your session when you finish.
- ❖ If you are working in a Incognito Window, your session will be close automatically.







## 2.1 Folders

How to create a folder?

The image illustrates the steps to create a folder in Google Drive. It shows the 'NEW' button in the top left corner, which opens a dropdown menu. The 'Folder' option is selected, leading to a 'New folder' dialog box. In this dialog, the text 'New folder' is entered in the input field, and the 'CREATE' button is highlighted. Below the dialog, the 'My Drive' view is shown, displaying the newly created 'New folder' among other folders like 'Curriculum' and 'Erasmus+'.



## 2.1 Folders

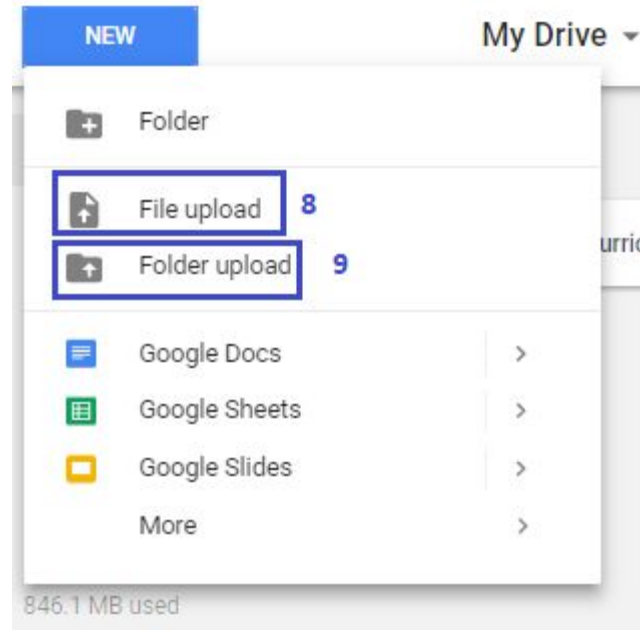
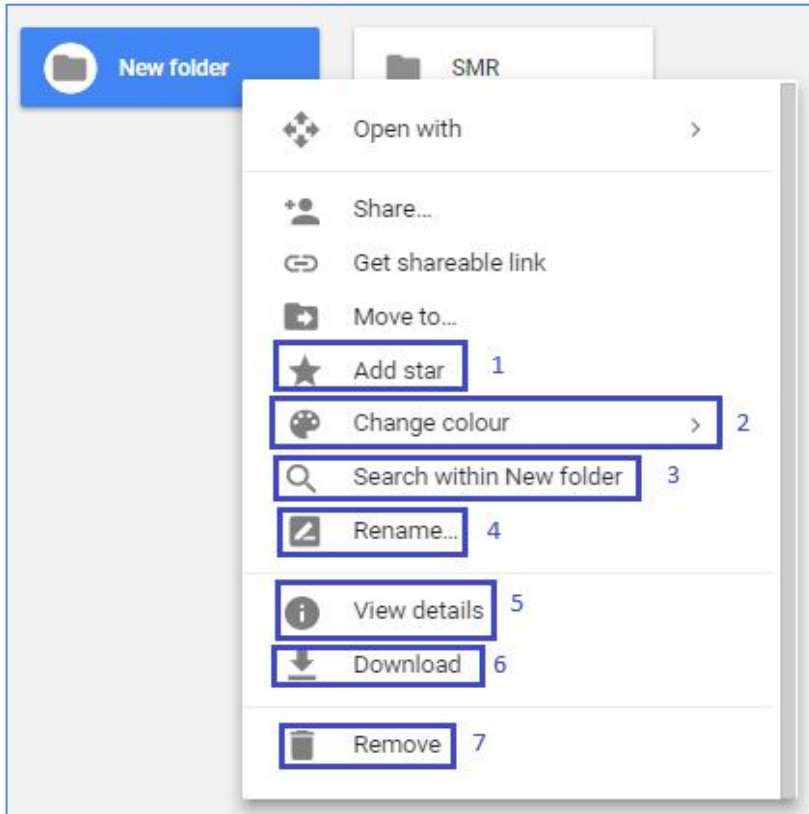
How to move a folder?

The image illustrates the process of moving a folder in Google Drive. On the left, a context menu is open over a folder named 'New folder'. The 'Move to...' option is highlighted with a blue box, and a blue arrow points from it to the right. On the right, the 'My Drive' view is shown with a list of folders: 'Curriculum', 'Erasmus+' (highlighted with a blue bar), 'New folder', and 'SMR'. A blue box highlights the 'MOVE' button at the bottom of the 'Erasmus+' folder view. In the bottom right corner, there is a Creative Commons license logo (CC BY NC SA).



## 2.1 Folders

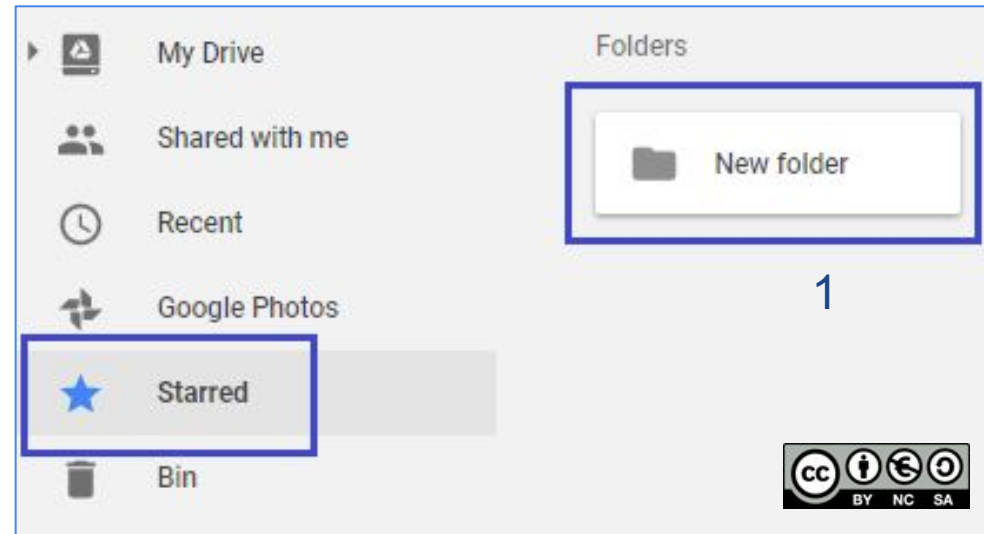
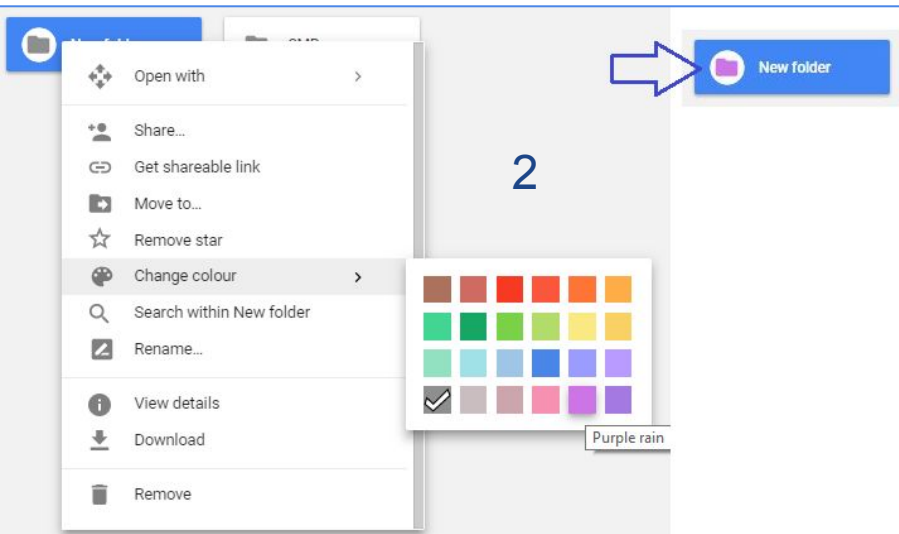
You can use all the options with files  
as same as with folders.





## 2.1 Folders

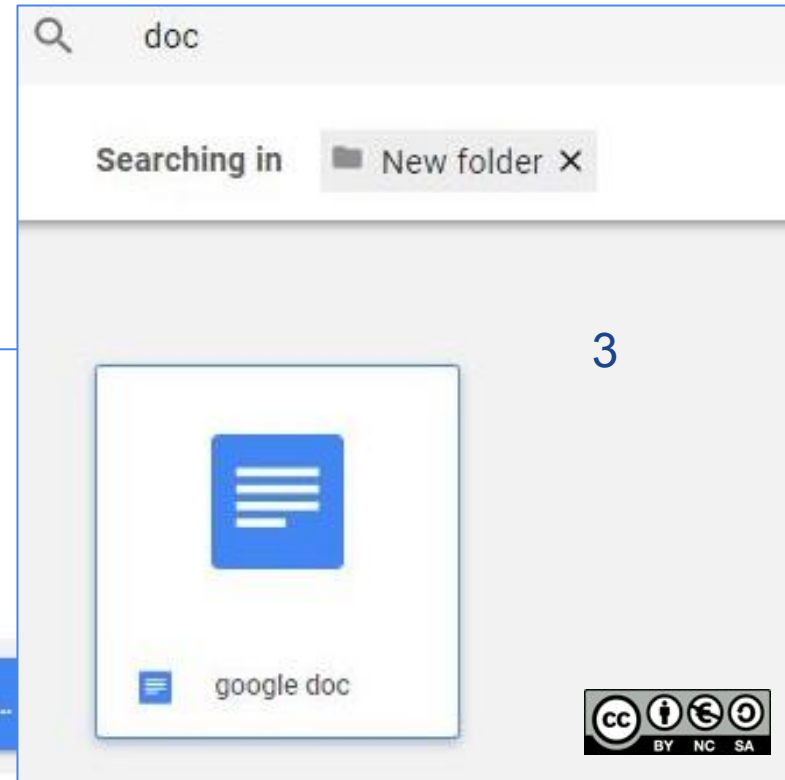
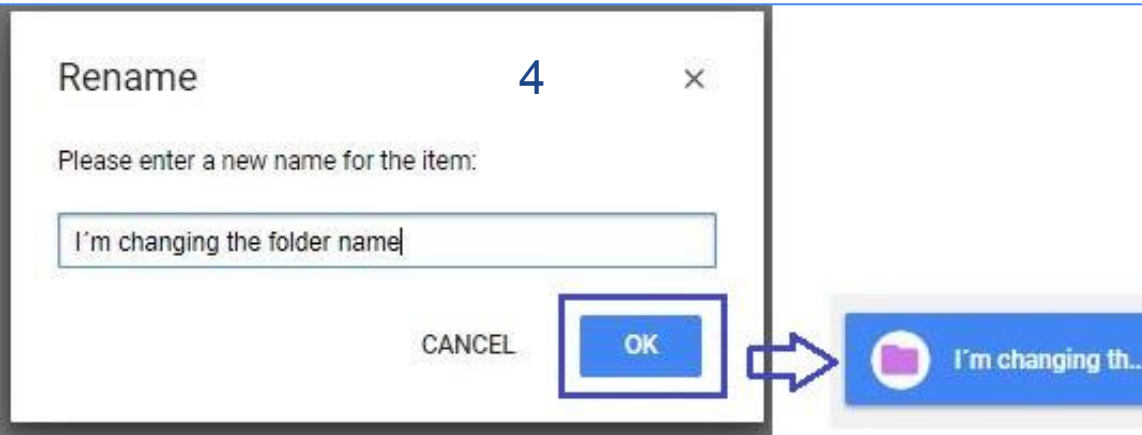
1. Add star: the folder will appear on the starred section as a shortcut.
2. Change colour: the folder icon change to the selected colour.





## 2.1 Folders

3. Search within New folder: permit you to search something in the folder.
4. Rename





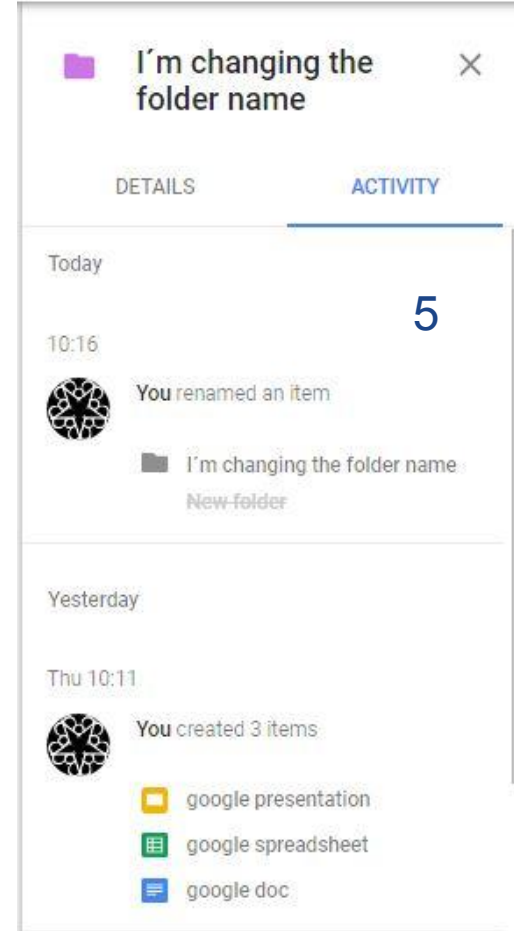
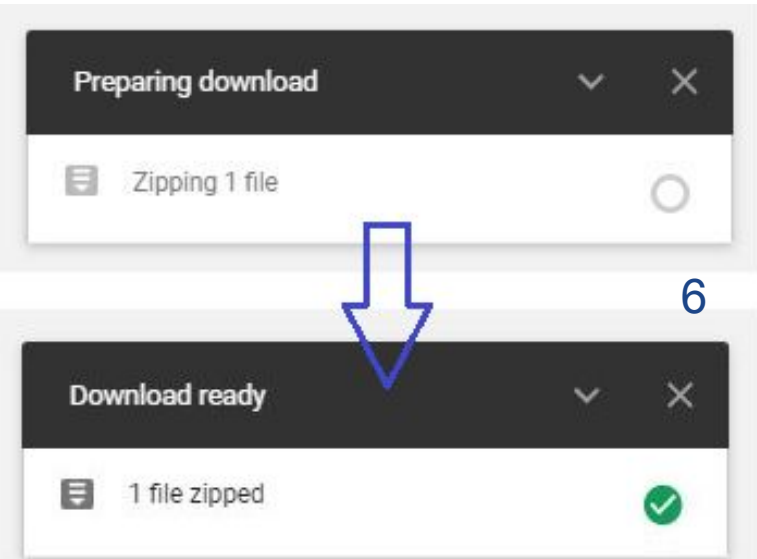
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## 2.1 Folders

5. View details: show you information about the folder.
6. Download: google drive will zip the folder and the browse download the zip folder.

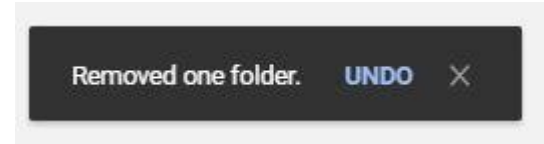




## 2.1 Folders

7. Remove.
8. File upload.
9. Folder upload.

7



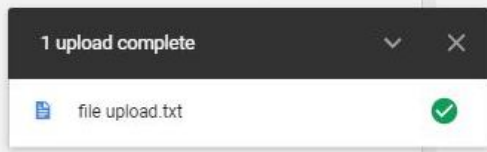
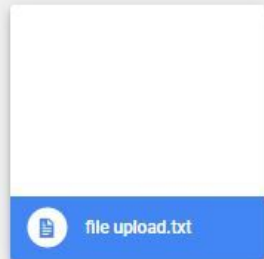
My Drive ▾

Folders

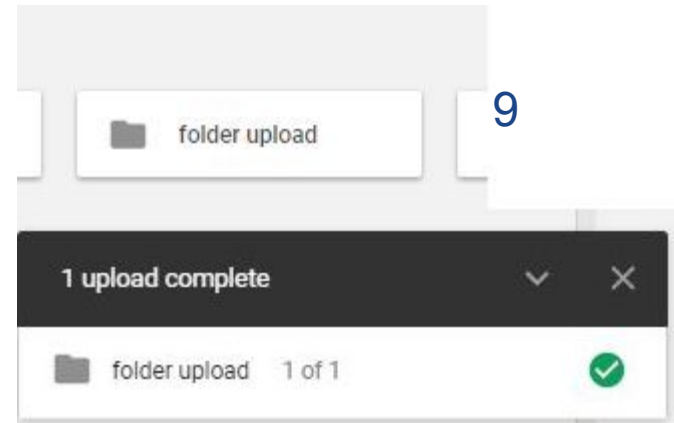


8

Files



9





# 2.1 Folders

## How to upload a Microsoft Office file?

Default	Transforming the file
The file will be show as a read-only file with the original file extension.	The file will be transform to a google format (Google Docs, Google Sheets, Google Slides).

If you want to use the second method you have to activate:



- Settings
- Keyboard shortcuts
- Help

DONE

### Settings

- General**
- Notifications
- Manage Apps

**Storage** Using 894.2 MB  
[View details](#)

---

**Convert uploads**  Convert uploaded files to Google Docs editor format







# 2.1 Folders

## How to upload a Microsoft Office file? - Transformation mode






## 2.1 Folders

How to upload a Microsoft Office file? - Default mode

The image displays a document upload interface with two rows of file cards. The top row contains three cards: 'Documento (1).d...' (highlighted with a blue box), 'Documento.docx' (highlighted with a blue box and an arrow pointing to the preview window), and 'file upload.txt'. The bottom row contains four cards: 'Documento (1).d...' (highlighted with a blue box), 'Documento (1).d...' (highlighted with a blue box and an arrow pointing to the preview window), 'Documento.docx', and 'file upload.txt'. The preview window on the right shows the document content: 'THIS IS A TEST - MODIFY' and 'Test with default mode'.



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## 2.1 Folders

How to recover an erased file or folder?

Bin ▾



Folders

Name ↑



I'm changing the ...

My Drive ▾

Folders



Curriculum



Erasmus+



folder upload



I'm changing the ...

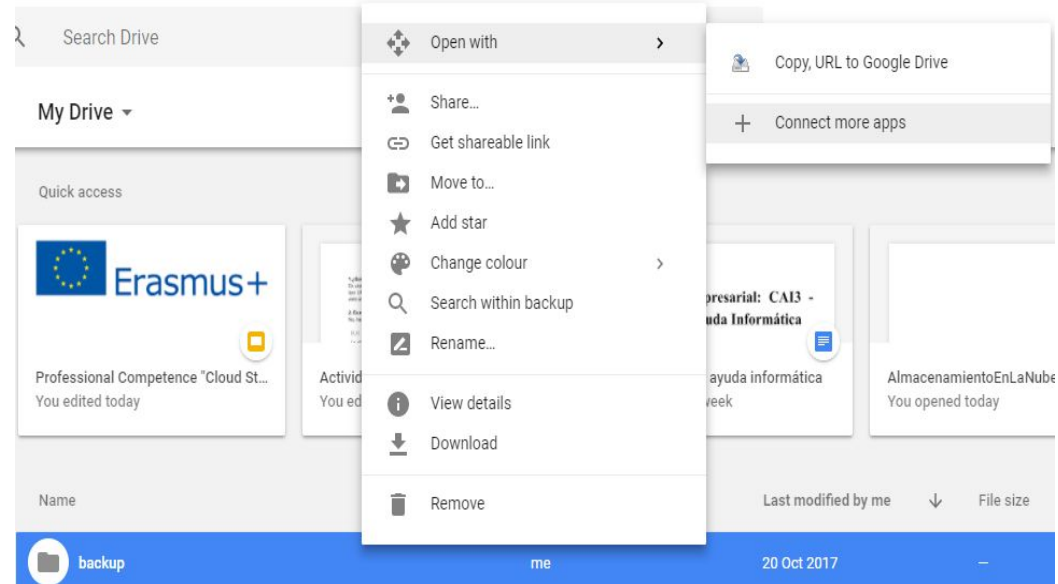




## 2.2 Copy Folders

First we need to install this extension  
(Copy URL to Google Drive) on Drive.

We need to click on “Open with” and  
connect more apps, and then just  
search copy and install the app.






## 2.2 Copy Folders

Then open the app, and we need to  
select the folder to copy with his URL  
and the route to save that folder.

### Copy, URL to Google Drive

 This is a tool that allows you to save or unzip, decompress any URL (document, file..) directly to Google Drive. This app use a Google Apps Script hosting on Google clouds. It's fast and reliable. Bypass your slow internet connection. This apps allow you to do an URL uploading to Google Drive. In first you have to accept the policy access. This is the standard procedure by google for google script.  
Provides connect with Google Drive. If you select a file from Google Drive, you can use it just like "Make a copy", "Copy Folder" or Unzip, Un7z, Untar to any folder.

Ready...

File URL   
Maximum fetch size for external file URL: 10 M (except Drive files)

Target Folder

FileName to saved

Use Uncompress, Save to Google Drive Uncompress Format

Folder Name to extract a archive file, Subfolder Name of Target Folder(above)  
Maximum extract(save) size for each file in the Zip file: 25 M  
tgz, tar, tar.gz, tar.bz2, rar, 7z, bz2, gz, jar, zip(password): 40 M file size limit

Open in the same window (Apps Script)



## 2.3 Roles to share

### Owner:

- Content creator
- Maximum privileges
- Can delete files or folders
- The owner is unique
- Can change the owner

My Drive ▾

🔗 👤 👁️ 🗑️ ⋮ ☰ ⓘ

Name	Owner	Last modified by me	↓	File size
Plantilla para presentaciones 👤	me	20 Oct 2017		–
CalculadoraNotas.ods	me	18 Oct 2017		–
Preguntas sor unidad 2	me	17 Oct 2017		–
Mapa lógico:homer 👤	José Luis Rodríguez Rodríguez	11 Oct 2017		–
CV	me	8 Oct 2017		–
Tabla de rutas 👤	me	8 Oct 2017		–
comando ip linux	me	6 Oct 2017		–
1er Trimestre Seguridad Informática	me	2 Oct 2017		–
Tabla de rutas	me	28 Sep 2017		–



## 2.3 Roles to share

### **Editor:**

- Can modify the content
- Maximum privileges
- Share with other users\*
- Can't delete files or folders

### **Reader:**

- Can't modify the content
- Can print\*
- Can copy files\*
- Can download\*

### **Commentator:**

- Can comment

**\*This is only allowed if the owner wants.**



## 2.3 Roles to share

# The four questions for sharing

With who?	With what general permissions?	With what special permissions?	During how much time?
1	2	3	4
With all	Can edit	Can invite other users	indefinitely
With my institution	Can read	Can print	until a specific day
privately, with some people	Can comment	Can do a copy and download the content	





## 2.3 Roles to share With who?

**Link sharing**

- On – Public on the web**  
Anyone on the Internet can find and access this. No sign-in required.
- On – Anyone with the link**  
Anyone who has the link can access. No sign-in required.
- On – IES Valle Inclan**  
Anyone at IES Valle Inclan can find and access.
- On – Anyone at IES Valle Inclan with the link**  
Anyone at IES Valle Inclan who has the link can access.
- Off – Specific people**  
Shared with specific people.



## 2.3 Roles to share How?


### Who has access

 Private – Only you can access [Change...](#)

---

 **Julian Felipe Arce Calvo (you)**  
julianfelipe.arcecalvo@iesvalleinclan.es is the owner

Invite people:

Enter names or email addresses... 

Notify people - [Add message](#)

Send a copy  Paste the item

Can edit  
 Can comment  
 Can view

[Owner settings](#) [Learn more](#)








## 2.3 Roles to share When?

### Sharing settings

Link to share (only accessible by collaborators)

<https://docs.google.com/document/d/13lomwWLRuhODtuQDY8qpZx3OSah-JKGTLi4/>


Who has access

	Specific people can access.	Change...
	Julian Felipe Arce Calvo (you) julianfelipe.arcecalvo@iesvalleinclan.es	Is the owner
	marta.canchadorodriguez@iesvalleinclan.es	 
Access expires: <input type="text" value="30 days"/> 06/04/2018, 23:59 <a href="#">Cancel expiry</a>		



## 2.3 Special permissions for editors and readers

Invite people:



Owner settings [Learn more](#)

- Prevent editors from changing access and adding new people
- Disable options to download, print and copy for commenters and viewers

Done



# 2.4 Add to my drive

Shared with me

Earlier this week

Earlier this month

Earlier this year

- Preview
- Open with
- Share...
- Get shareable link
- Add to My Drive**
- Add star
- Rename...
- View details
- Make a copy
- Remove

My Drive

Folders

- Curriculum
- Erasmus+
- folder upload
- I'm changing the ...
- SMR

Files

- Documento (1).d...
- Documento (1).d...
- Documento.docx
- file upload.txt
- Formulario parte ...





## 2.5 Ownership

Link to share (only accessible by collaborators)

Link to share (only accessible by collaborators)

<https://docs.google.com/document/d/13lomwWLRuhODtuQDY8qpZx3OSah-JKGTli4/>

Who has access



Specific people can access.

[Change...](#)



Julian Felipe Arce Calvo (you)  
julianfelipe.arcecalvo@iesvalleinclan.es



marta.canchadorodriguez@iesvalleinclan.es

Is the owner

Enter names or email addresses...

Can view





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## 2.6 Search

By kind of file

A screenshot of the Google Drive search interface. At the top, there is a search bar with a magnifying glass icon and the text "Search Drive". Below the search bar, the results are filtered by file type. The categories listed are: PDFs (with a red PDF icon), Text documents (with a blue document icon), Spreadsheets (with a green spreadsheet icon), Presentations (with a yellow presentation icon), Photos & images (with a red photo icon), and Videos (with a red video icon). At the bottom of the search results, there is a link for "More search tools". In the bottom right corner, there is a Creative Commons license logo (CC BY NC SA).

By name

A screenshot of a search bar. The search bar contains the text "name". Below the search bar, there is a notification that says "I'm changing the folder name" with a purple folder icon.





## 2.6 Search

### Filters

Search Drive

Type **Any** ▼

Owner **Anyone** ▼

Location **ANYWHERE**

In Bin  Starred

Date modified **Any time** ▼

Item name

Includes the words

Shared with

[LEARN MORE](#)

RES





## 2.7 Offline mode

The screenshot shows the Google Drive Settings interface. On the left, there is a sidebar with a search bar, 'My Drive', and a file named 'Untitled doc'. The main content area is titled 'Settings' and includes a 'DONE' button in the top right. The 'General' section is active, showing options for Notifications and Manage Apps. The 'Storage' section indicates 'Using 6.4 GB' with a 'View details' link. The 'Convert uploads' section has an unchecked checkbox for 'Convert uploaded files to Google Docs editor format'. The 'Language' section has a 'Change language settings' link. The 'Offline' section features a yellow warning icon and text: 'Another user (julianfelipearcecalvo@gmail.com) has already enabled offline access on this computer. You can enable offline access on another computer or use Chrome profiles to set up offline access for your account on this computer. Learn more'. On the right side of the interface, there are icons for grid view, notifications, profile, and settings, along with a 'File Stream for Windows' section.



## 2.8 Activate notifications

The screenshot shows the Google Drive settings interface. At the top, there are three icons: a hamburger menu, an information icon, and a settings gear. A dropdown menu is open from the settings gear, listing 'Settings', 'Keyboard shortcuts', and 'Help'. Below this, the 'Settings' page is displayed with a 'DONE' button in the top right corner. On the left sidebar, 'General' is selected, and 'Notifications' is highlighted with a blue border. Under 'Notifications', 'Manage Apps' is visible. The main content area is divided into sections: 'Browser' and 'Email address'. Under 'Browser', there are four notification options, all of which are checked: 'Get updates about Google Drive items in your browser', 'Notify me about', 'Newly shared items', 'Requests for access', and 'Comments, suggestions and action items'. Under 'Email address', there is one checked option: 'Get all updates about Google Drive items via email'. A note below this option states 'Account-related messages will still be sent'. In the bottom right corner, there is a Creative Commons license logo (CC BY NC SA).

Settings

Settings

Keyboard shortcuts

Help

Settings

DONE

General

**Notifications**

Manage Apps

**Browser**

- Get updates about Google Drive items in your browser

**Notify me about**

- Newly shared items
- Requests for access
- Comments, suggestions and action items

**Email address**

- Get all updates about Google Drive items via email  
Account-related messages will still be sent

CC BY NC SA



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# 4 Test

[https://docs.google.com/forms/d/e/1FAIpQLScJMH-tsby0qQ2vOtNNfRH9yhfpCcGZcDaMmOy72CwPL3pNQ/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLScJMH-tsby0qQ2vOtNNfRH9yhfpCcGZcDaMmOy72CwPL3pNQ/viewform?usp=sf_link)





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## 3 Questions and thanks

