**Minhaj University, Lahore Campus**

Department of Computer Sciences

Lab Assignment#2

Question:

**Scenario:** You are the **IT Manager at Atlas Holdings**, overseeing the merger with **Zenith Corp**. All pre-merger documents must be organized, secured, and collaboratively managed using **Google Drive with enterprise-level controls**.

**Task 6: Google Drive Add-ons & Automation**

1. Install **"DocuSign"** or **"PDF Mergy"** and merge two PDFs.

2. Use **Google Apps Script** to auto-organize files (e.g., move .pdf files to a "PDFs" folder).

**Task 7: Offline Access & Security**

1. Enable **Offline Mode** for Google Drive.

2. Set up **Two-Factor Authentication (2FA)** for your Google account.

**Task 8: API & Integrations (Bonus)**

1. Connect Google Drive to **Zapier** or **IFTTT** for automation (e.g., save Gmail attachments to Drive).

2. Explore **Google Drive API** (list files programmatically using Python/JavaScript).