MAKERERE UNIVERSITY SCHOOL OF COMPUTING AND INFORMATICS TECHNOLOGY DEPARTMENT OF COMPUTER SCIENCE BIT 2207 RESEARCH METHODOLOGY LECTURER: ERNEST MWEBAZE

ABILA JOSHUA : 16/U/19130/PS : 216021700

WORKING SMARTER WITH GOOGLE DRIVE

1 Introduction

Drive is a precious google cloud storage product that [1] allows users to store files on servers, synchronize files across devices, and share files, [2] You get up to 15GB of storage for free also purchase a larger cloud storage plan as you need it.. Google has Drive apps for Android, iOS, Mac and PC and all have been well adapted to the host platform, [3] Its one of the cheapest cloud storage solutions. Its seamless, you can Start a document on your iPad, pick it up on your Chromebook and even finish it on your Android phone while youre on the bus. Drive aswell makes files available offline so you can view them when your phone or tablet loses service, like on a plane or in a building with a bad connection. [3] Your storage works with Drive, Gmail and Google Photos, so you can store files, save email attachments and back-up photos directly to Drive.

2 literature review

[4] Ever since Google Docs was rebranded as Google Drive, we've found a bit of explanation is in order regarding the name. Google Drive is the whole shebang. It comprises Google Docs, Sheets, and Slides, or at least it works very tightly with them. The issue of separate apps gets confusing when it comes to the mobile version of Google Drive, but online it's much clearer. Google Drive and its apps work basically the same way Microsoft OneDrive does with the online versions of Word, Excel, and PowerPoint. we don't strictly consider Google Drive an online backup solution, saving files to it can serve as a sort of backup as well as merely a way to access the files. Compatibility is rarely an issue you can upload files, convert them to Google's file format to edit them online or create new documents, spreadsheets, and slide presentations in the Web interfac, export finished products to standard file formats, such as doc, rtf, pdf, and so on. With the recently introduced Microsoft Office plugin for Google Drive, you can now use your Google Drive as storage for files you edit with the installed Microsoft Office apps, removing any chance of incompatibility.

[5]Google Drive is a cloud storage service, and like any cloud storage service its main purpose is to expand your ability to store files beyond the limits of your hard drive. Cloud storage is sometimes confused with online backup, which achieves a very different purpose using similar infrastructure. However, simply put, online backup is designed to replicate your hard drive rather than expand it, with the goal of disaster recovery. As well mention later, Google Drive has recently started to expand into the online backup market by letting you tag any folder for backup. Google will give you 15GB of free cloud storage just for signing up. However, its important to realize that all of that free space is shared between Google Drive, Google Photos and Gmail

[6] Google Drive is increasingly the backbone of Googles cloud-based services, now providing 15GB of pooled storage for your Gmail inbox, Google Drive files and documents and your Google+ Photos, absolutely free. Higher capacity plans are available, starting at 4.99 per month for 100GB and stretching all the way up to 799.99 per month for a massive 16TB. The last eighteen months have seen some big improvements.

[6] You can now share files with a right-click from within the Google Drive folder, while the system tray applet provides more options and information than it used to where the online Google Drive used to be a struggle to navigate, now offers a more intuitive grid-based view, which makes it easy to browse files, particularly PDFs, PowerPoint files or photos. Google Drives biggest advantage has always been its integration with Googles other products and services. The mobile Google Drive apps extremely ease upload of files from device to Google Drive. Google Drive support is also being built into more apps, not just Android apps like Googles own QuickOffice, but Chrome and Chrome OS apps as well. Plus, its quick and easy to preview office documents, PDFs and most common photo and video file formats straight from the Web, whether you have any specific software installed or not.

References

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