

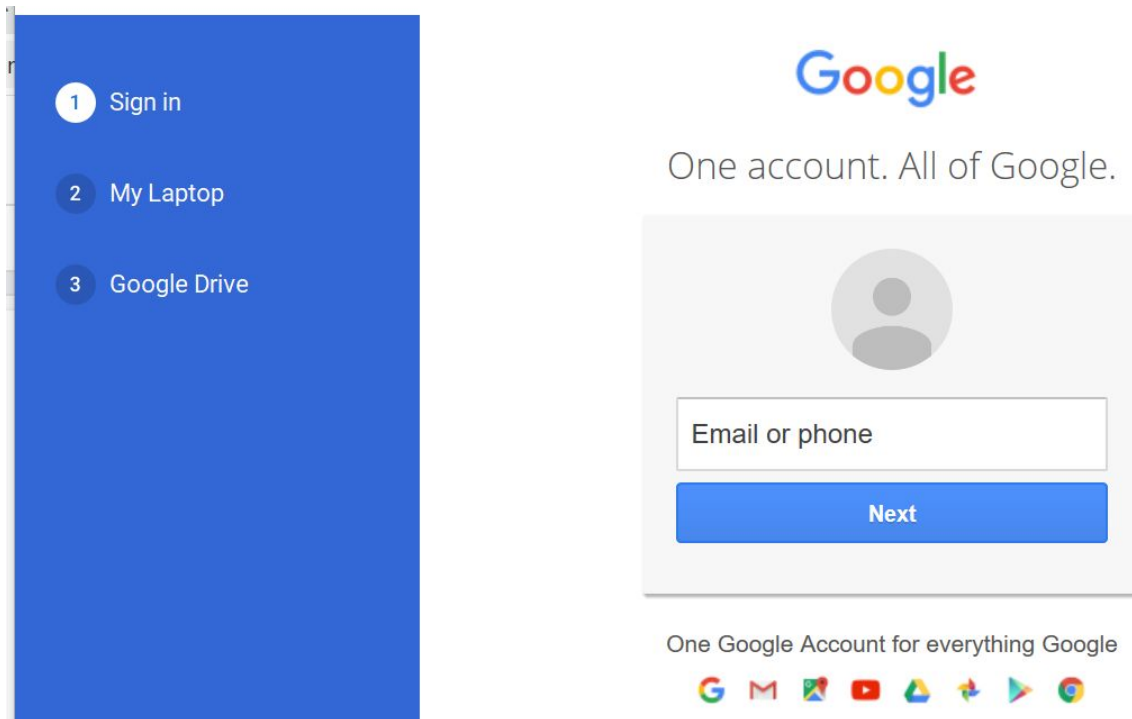
**Step 1 :** Go to <https://drive.google.com> and create a new folder called **Projects**

**Step 2 :** Search for **Google Back up and Sync** on the internet and install the same in your local

**Step 3 :** Once installed you should see a cloud icon at bottom right corner of the task bar as shown below :



**Step 4 :** Click on the same and login with your google credentials




**Step 5 :** **Uncheck** everything and click on **Next**. This step is NOT required to be configured


✓ Sign in


2 My Laptop


3 Google Drive

 **My Laptop**

Choose folders to continuously back up to Google Drive

☒  Desktop 466 MB

☒  Documents 28 GB

☒  Pictures 106 MB

CHOOSE FOLDER


Backing up all files and folders [Change](#)

[Learn more](#) about photo and video uploads

**Photo and video upload size** [Learn more](#)

☐ High quality (free unlimited storage)  
Great visual quality at reduced file size

☒ Original quality (2.2 GB storage left)  
Full resolution that counts against your quota

 **Google Photos** [Learn more](#)

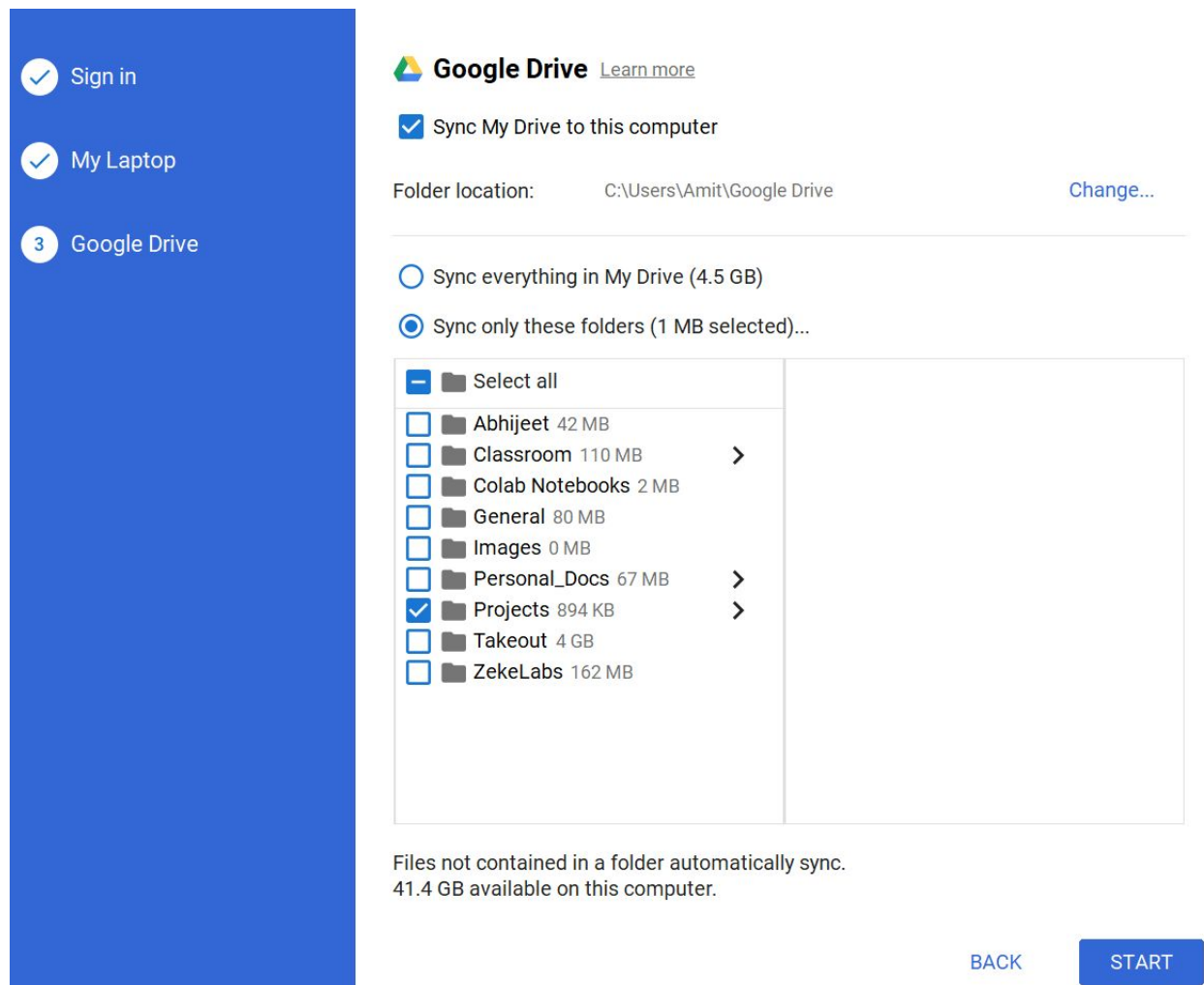
☐ Upload photos and videos to Google Photos

Check your [Photos settings](#) to see which items from Google Drive are shown in Google Photos

[Network settings](#)

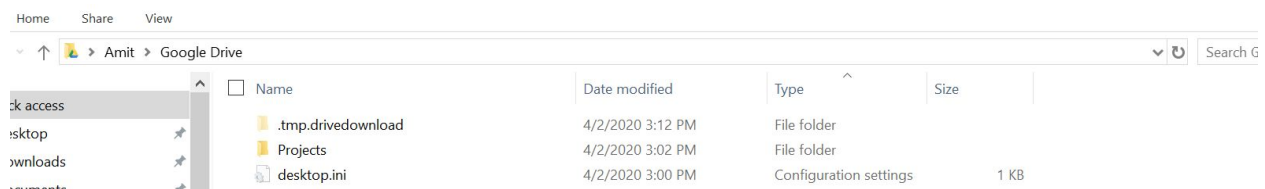
NEXT

**Step 6** : Configure the screen as shown the snapshot below and click **START**. Ensure that you have selected the same **Projects** folder which you created in Google Drive in **Step 1**



As a result, a folder named **Google Drive** should immediately open up in your local and the cloud icon at the bottom right corner of the screen should start syncing from Google Drive online to local

Finally, you should see the same Projects folder synced to local



**Step 7 :** Login to your GitHub account and go to the project repo URL shared with you by your instructor. Fork the repo.

**Step 8 :** If you have Git installed in your local, open GitCMD (for Windows)

**Step 9 :** Navigate to the Projects folder in your local and clone your project repo here

**Step 10 :** Once repo clone is complete, wait for the new files created in local to get synced to your Google Drive

**Step 11 :** Login back to your online Google Drive and navigate to Projects folder. You should be able to see the same project files being successfully synced.

**That's it!** You are ready to work on your project! You can create a new Google Colab notebook and start writing your code.

**Best of Luck!**