

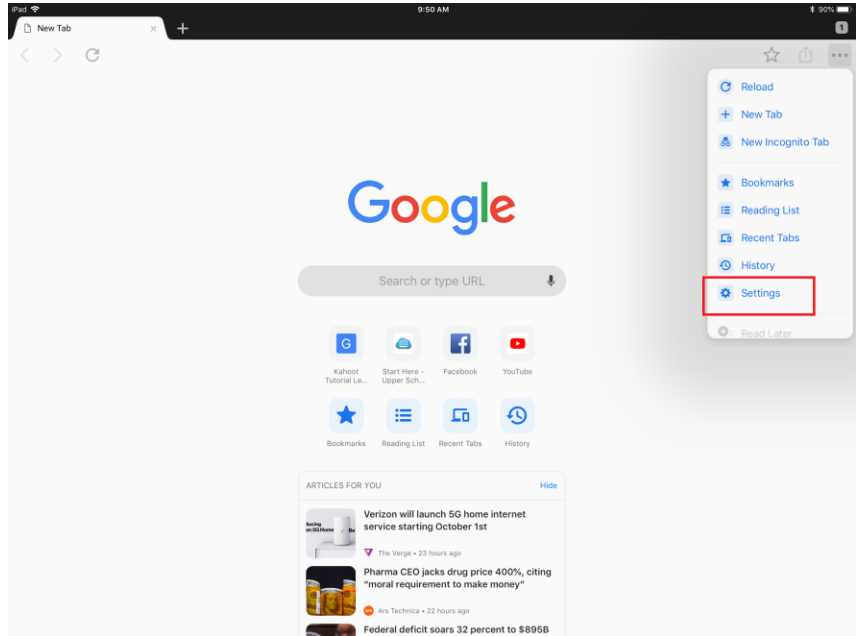


Docs

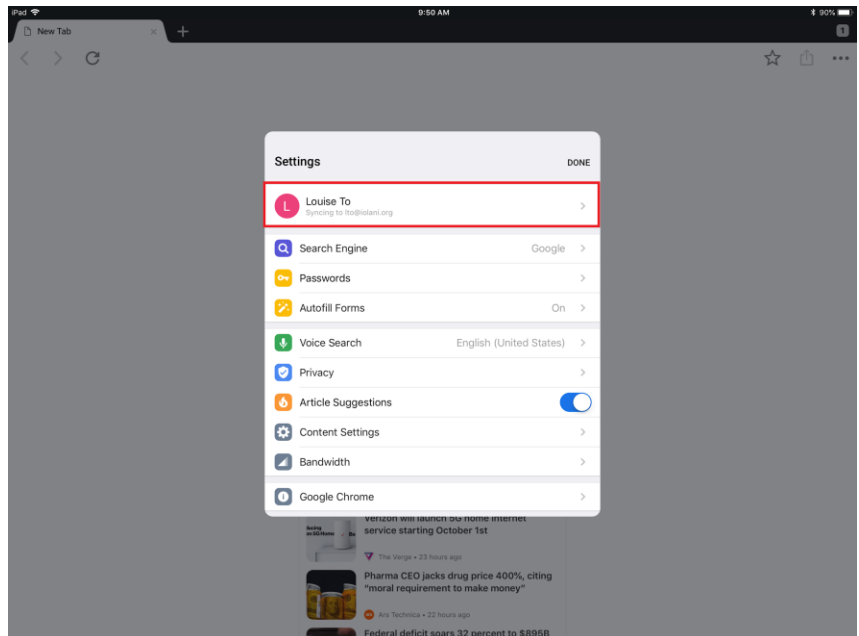
## Google Docs - Viewing Desktop Site on Chrome App

### 1. Double check that Chrome has you logged into your email account.

- a. Click on the icon for more options (three dots) in the upper right hand corner. Click on Settings.



- b. Check to see that Chrome is syncing with your email.



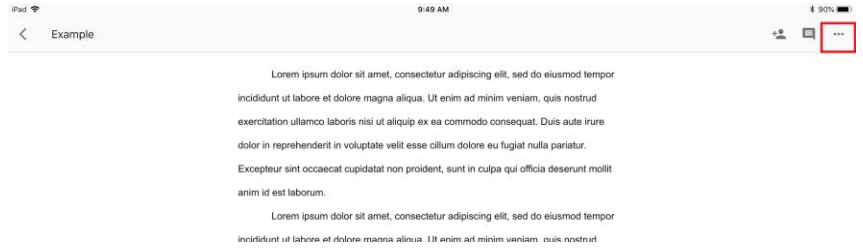


Docs

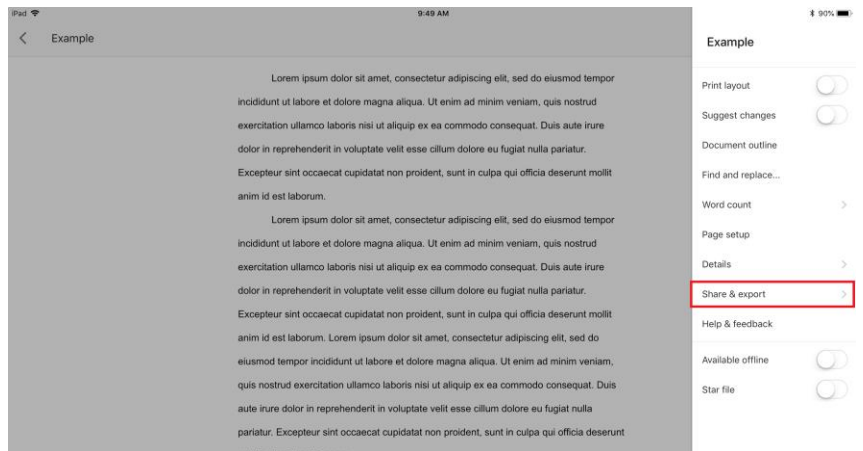
## Google Docs - Viewing Desktop Site on Chrome App

### 2. Copy the link to your Google Doc.

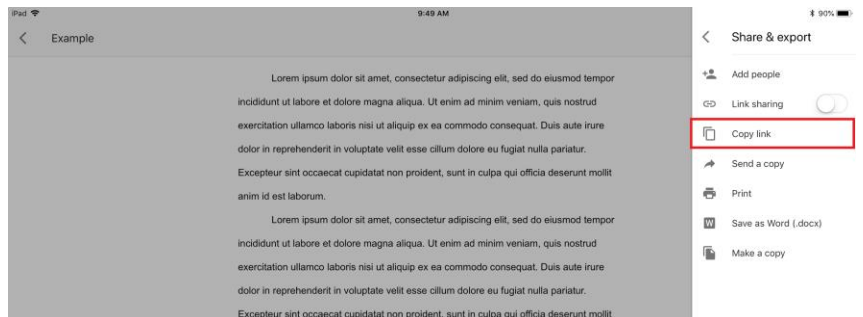
- a. Open the document you want to use through the Google Docs or Google Drive app. Click on the icon for more options (three dots) in the upper right hand corner.



- b. Click on **Share & export**.



- c. Click on **Copy link**.



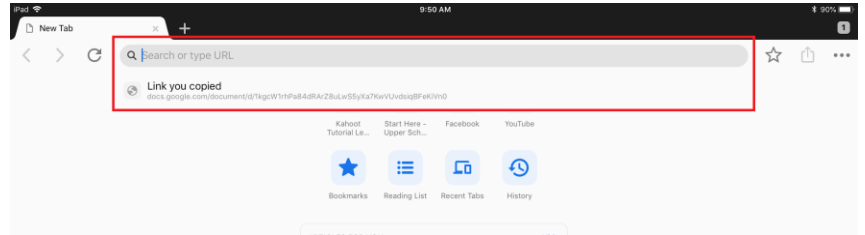


Docs

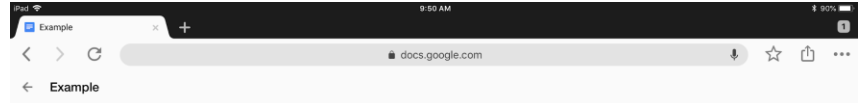
## Google Docs - Viewing Desktop Site on Chrome App

### 3. Request Desktop Site

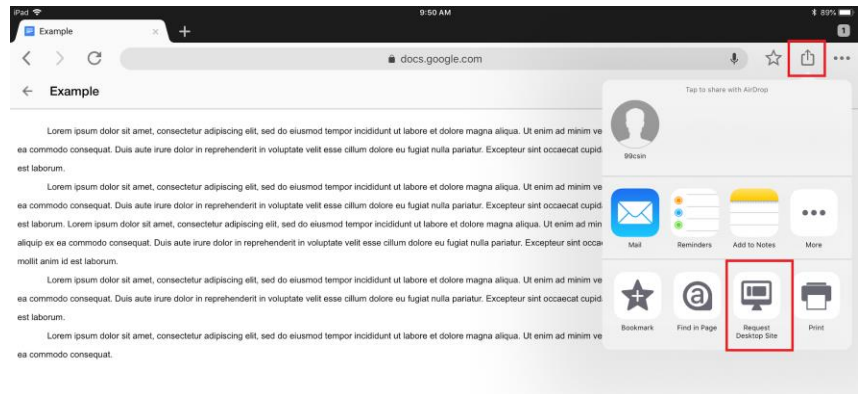
- a. Return to the Chrome app. Paste the copied link into the URL.



- b. Your Google Doc will appear in your browser.



- c. Click on the share box in the upper right hand corner. Find the option to **Request Desktop Site**. You may have to scroll horizontally to find it.



- d. The Desktop Site offers options that the mobile version does not, such as the ability to insert Footnotes, change margin size, and more.

