Create shareable link to Google Drive folder

Sometimes it becomes necessary to share the contents of a Marvelwood Google Drive folder with recipients who do not have a marvelwood.org email address. These steps outline how to create a shareable link (web address to the specific folder) and sent it out to non Marvelwood recipients.

- 1) Log into Google Drive and select the folder you wish to share
- 2) Right Click the folder and select *Get shareable link*



3) Select *Sharing settings*

	Trip (2018)	
	Link sharing off	
E	Sharing settings	

4) Click the *Advanced* option

Share with others	Get shareab	le link 🕤
People		
Enter names or email addresses		1 -
Shared with	and 2 others	
Done		Advanced

Create shareable link to Google Drive folder

5) Click the *Change* option

- Sharing settings Link to share (only accessible by collaborators) Interstition google conditions (RAC2AARLegif Sight millificity TOCKYRWARZ) Tho has access Specific people can access Shraddha Dubey (you) Vitram Kinkar Witram Kinkar Shekhar Suryavanahi Change Link to shekhar Suryavanahi Link to shekhar Suryavanahi Link to shekhar Suryavanahi Link to shekhar Suryavana
- Select the On –Anyone with the link option. This allows non Marvelwood School email addresses the ability to view the contents of the folder.

Also make sure the access level is set to the desired settings. *Can view only* (shown here) will prevent recipients from making changes to the contents of the folder.

When done, click Save

7) Enter the email address(es) of the folder notification recipients and click *Send*

Link sharing				
0	\$	On - Public on the web Anyone on the Internet can find and access. No sign-in required.		
۲	•	On - Anyone with the link Anyone who has the link can access. No sign-in required.		
0	Bo	On - TechNorms Anyone at TechNorms can find and access.		
		On - Anyone at TechNorms with the link Anyone at TechNorms who has the link can access.		
	÷(Off - Specific people Shared with specific people.		
Access: Anyone (no sign-in required) Can view only • Note: Items with any link sharing option can still be published to the web. Learn more				
Save Cancel Learn more about link sharing				

ink to share	
https://drive.google.com/drive/folders/1dNc2AARE	EegF6lpFmfUl6BqsTOCVYSWA8?u:
Who has access	
Anyone who has the link can view	Change
Shraddha Dubey (you)	<i>₽</i> • ×
Vikram Kinkar	Is owner
Shekhar Suryavanshi	<i>▶</i> - ×
Invite people:	
Enter names or email addresses	1 -
Notify people - Add message	Send a copy to myself

The recipients will get an email message with the link to open the folder.