

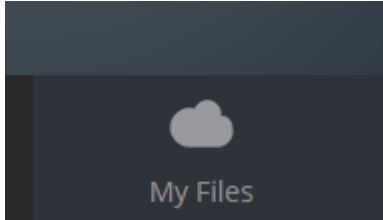


Connecting File Services

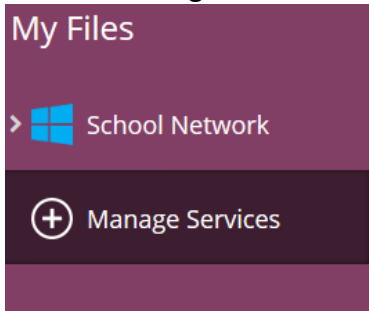
ClassLink

Navigate to Where You Can Connect Services

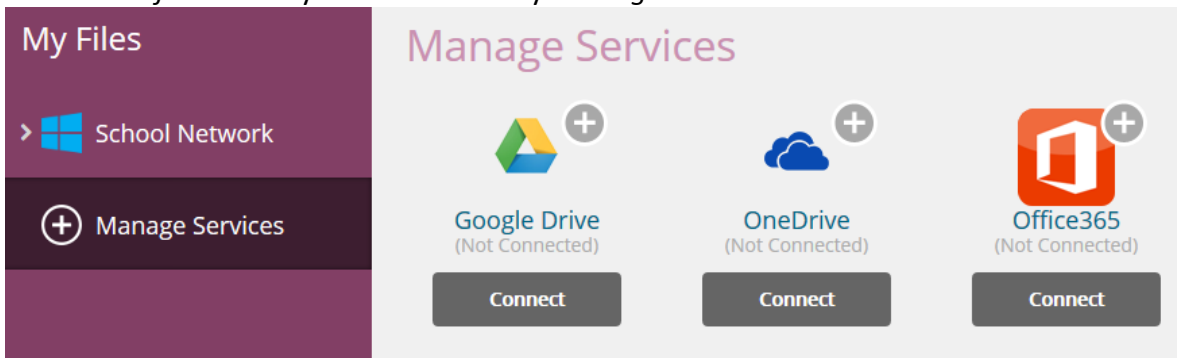
1. *Log into ClassLink*
2. Look at the bottom of your Desktop and *click* on **My Files**.



3. Click on Managed Services on the left-hand side.

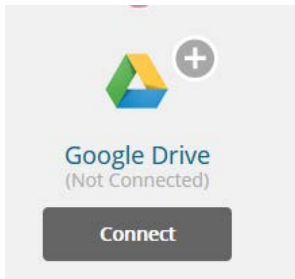


4. *Choose the file service you wish to add by clicking on the **Connect** button.*



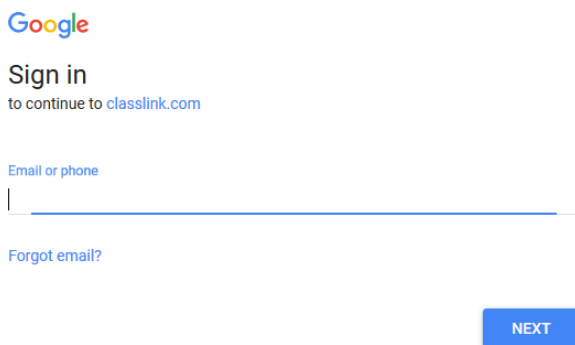
Connecting Your Google Account

1. Click the **Connect** button under the Google Drive icon.

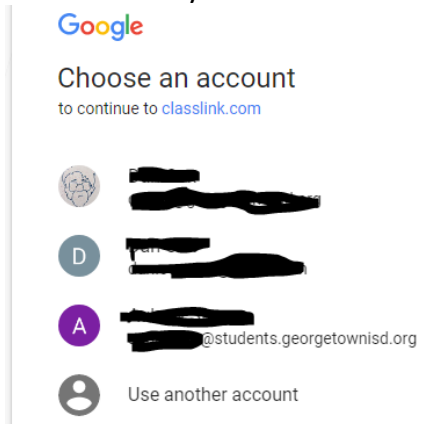


2. Use the proper method to log into Google in the pop up window.

- either enter your login credentials:



- Or for you to select the account which you would like to use:




3. Once you do that, Google will ask you if you want ClassLink to help view and manage your files – *click* the **Allow** button.

Google

Hi [redacted]

classlink.com wants to

 View and manage the files in your Google Drive



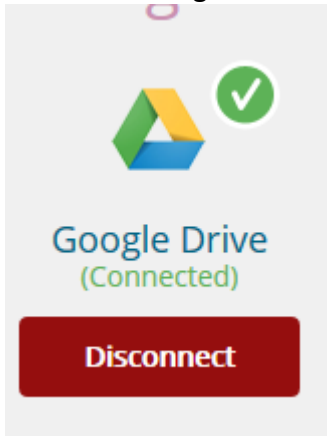
Allow classlink.com to do this?

By clicking Allow, you allow this app to use your information in accordance to their terms of service and privacy policies. You can remove this or any other app connected to your account in [My Account](#)

CANCEL

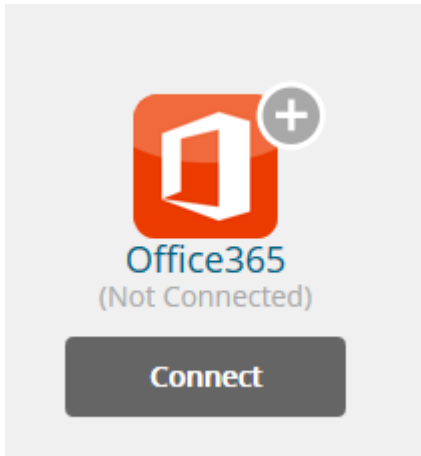
ALLOW

4. This should bring you back to the My Files Manage Services screen, and the Google Drive icon should have a green check next to it.

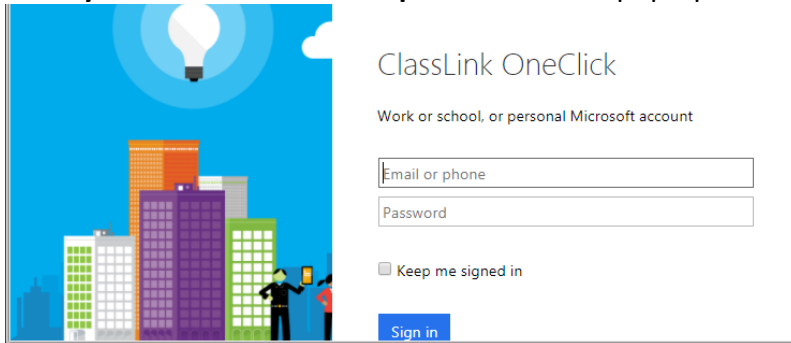


Connecting Your Office265 Account

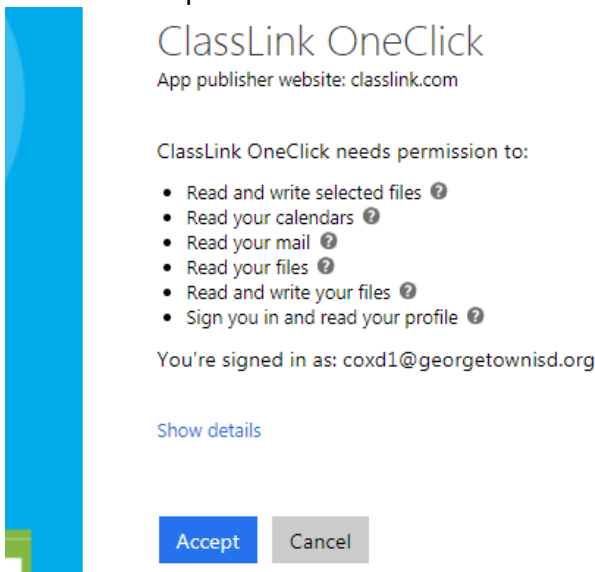
1. Click the **Connect** button under the *Office365* icon.



2. Enter your email address and password in the pop-up window and click the **Sign in** button.



3. Click the Accept button.



4. You should be navigated back to the My Files Manage Services screen in ClassLink, and there should be a green check by the Office365 logo.

