Getting to Shared Drive

- Depending on your preference, you can get to your DRIVE a few different ways, but you want to make sure you are logged into your 121 account. To do this you can click on the house 1, 1, or 1,
- 2. Inside your drive you will see
 My Drive and underneath it you will see
 Shared drives
 Click on Shared Drives to get to the EAST Curriculum storage system. This is the view most teachers see.



World Language

- Teachers click on the content they teach; they are given EDIT access to their content folder. Service providers are given edit access to as many folder as they support. All other content teachers have VIEWING rights to all the other content folders.
- 4. If I teach US Science I click on my content team folder across all contents; 2 folders and 2 Docs



and the first page is universal

US Science ~ 166 members + Add members Folders 2018-2019 US S Elles	5 2017-2018 ARC
Folders 2018-2019 US S	2017-2018 ARC
2018-2019 US S	2017-2018 ARC
Files	
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September 2018	
2018-2019 Less	US Science Mast.
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Uploading Lesson Plans and Materials	
Click on the folder for the current school year.	2018-Present Course Materials

Click on the content you teach or support

Folders						
Earth Science	Living Environm	General Chemist	AP BIO	AP Physics	Regents Chemis	Anatomy and Ph
Files						
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Ex. Earth Science, you will see a CFA folder as well as a Units folders; every unit has its own folder along with an instruction page on what belongs in each folder.

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	Earth Science Ov	Earth Science 20						

Inside every <u>UNIT folder</u> there is a Unit overview as well as three folders; Lesson Plans, Materials, and a CEPT/PT folder.

	Folders				
3.	Lesson Plans	Materials	СЕРТ/ РТ		
	Files				
Once a lesson p	Image: state	lesson plan fold	er, teachers will c	click on the G icon to get a s	harable link
	Link sharing off Only specific people can acces Sharing settings	55 2		Link sharing on Anyone at Rochester City School District with the li https://drive.google.com/open?id=1pssnMWoY Sharing settings	co nk can view s2L5ilJ4RB

The shareable link is then linked to the specific day on a lesson Calendar by naming the lesson and then right click to add the shareable link address.

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