

Using Google Drive to Backup Customized Touch Chat and LAMP Vocabulary Files

Staff iPads-Google Drive is preloaded, open Google Drive, login using your Active Directory and password (this is how staff login to Email, Google Drive or Canvas)

Student iPad-Google Drive is preloaded, open Google Drive, login using the student's Active Directory and password (this is how student's login to a chromebook)

Export to Google Drive

1. In the TouchChat or LAMP apps, select 'Vocab' and 'Choose New Vocab'
2. Select 'Menu' and 'Import/Export Vocab'
3. Select 'Export and Share'
4. Select the vocabulary file you want to export
5. Select 'Done' and select 'Google Drive' (you may need to scroll to the left to view Google Drive)
6. Select "Upload"

Sharing a Vocabulary File to Another Person Using Google Drive

1. From your Google Drive select the file you would like to share
2. Select the person with the + sign 
3. Type the person's name you are sending it to if they are an HCPSS employees or a student (jsmith0001@inst.hcpss.org). If you are sending a customized vocabulary to a parent's personal device, type in their email account and make sure the sharing privileges allow them to access the file. They will need to install Google Drive, access with their email, and follow the instructions below.

Import from Google Drive

1. On the iPad open Google Drive
2. Tap on the three dots by the file you want to import in to TouchChat or LAMP
3. Tap on 'Open In'
4. Tap TouchChat or LAMP
5. Tap on 'yes' to import the file.
6. Name it with Last Name, First Name, Date Created, and Description of Vocabulary
7. Tap on 'yes' if it asks to overwrite the existing file (if it is the same name)

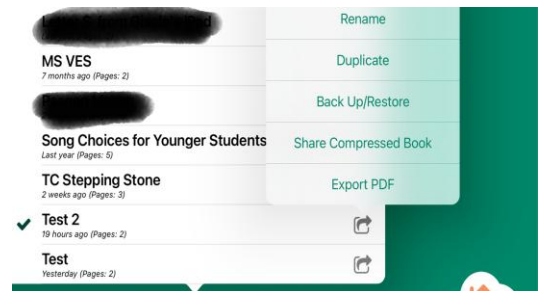
Using Google Drive to Backup Customized GoTalkNow App Files

Staff iPads-Google Drive is preloaded, open Google Drive, login using your Active Directory and password (this is how staff login to Email, Google Drive or Canvas)

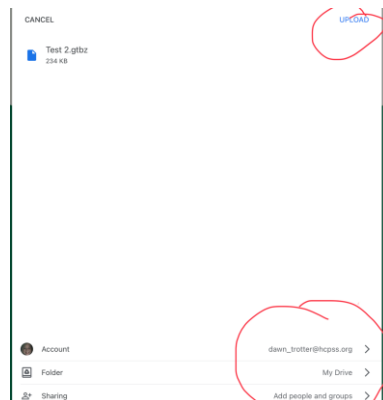
Student iPad-Google Drive is preloaded, open Google Drive, login using the student's Active Directory and password (this is how student's login to a chromebook)

Export to Google Drive

1. In the GTN app, select the name of vocabulary you want to share and select 'Share Compressed Book'

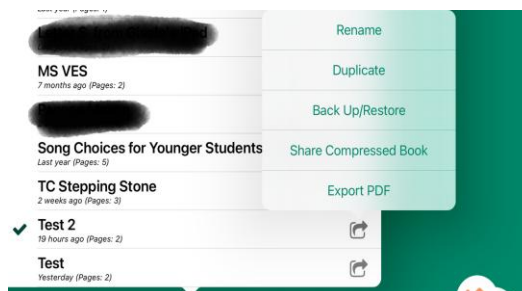


2. Select  Make sure to select a drive and folder before hitting 'Upload'



Sharing a Vocabulary File to Another Person Using Google Drive

1. From your Google Drive or in the GTN app, select the file or vocabulary you would like to share



2. Select the person with the + sign (sharing)

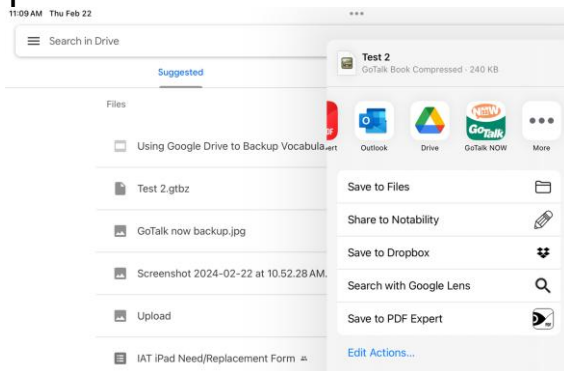
3. Type the person's name you are sending it to if they are an HCPSS employees

GoTalkNow (continued)

3. Type the person's name you are sending it to if they are an HCPSS employees or a student (jsmith0001@inst.hcpss.org). If you are sending a customized vocabulary to a parent's personal device, type in their email account and make sure the sharing privileges allow them to access the file. They will need to install Google Drive, access with their email, and follow the instructions below.

Import from Google Drive

1. On the iPad open Google Drive
2. Tap on the three dots by the file you want to import into GoTalkNow
3. Tap on 'Open In'



4. Tap 'GoTalkNow'
5. Tap on 'yes' or rename to import the file.
6. Name it with Last Name, First Name, Date Created, and Description of Vocabulary if necessary
7. Save the vocabulary