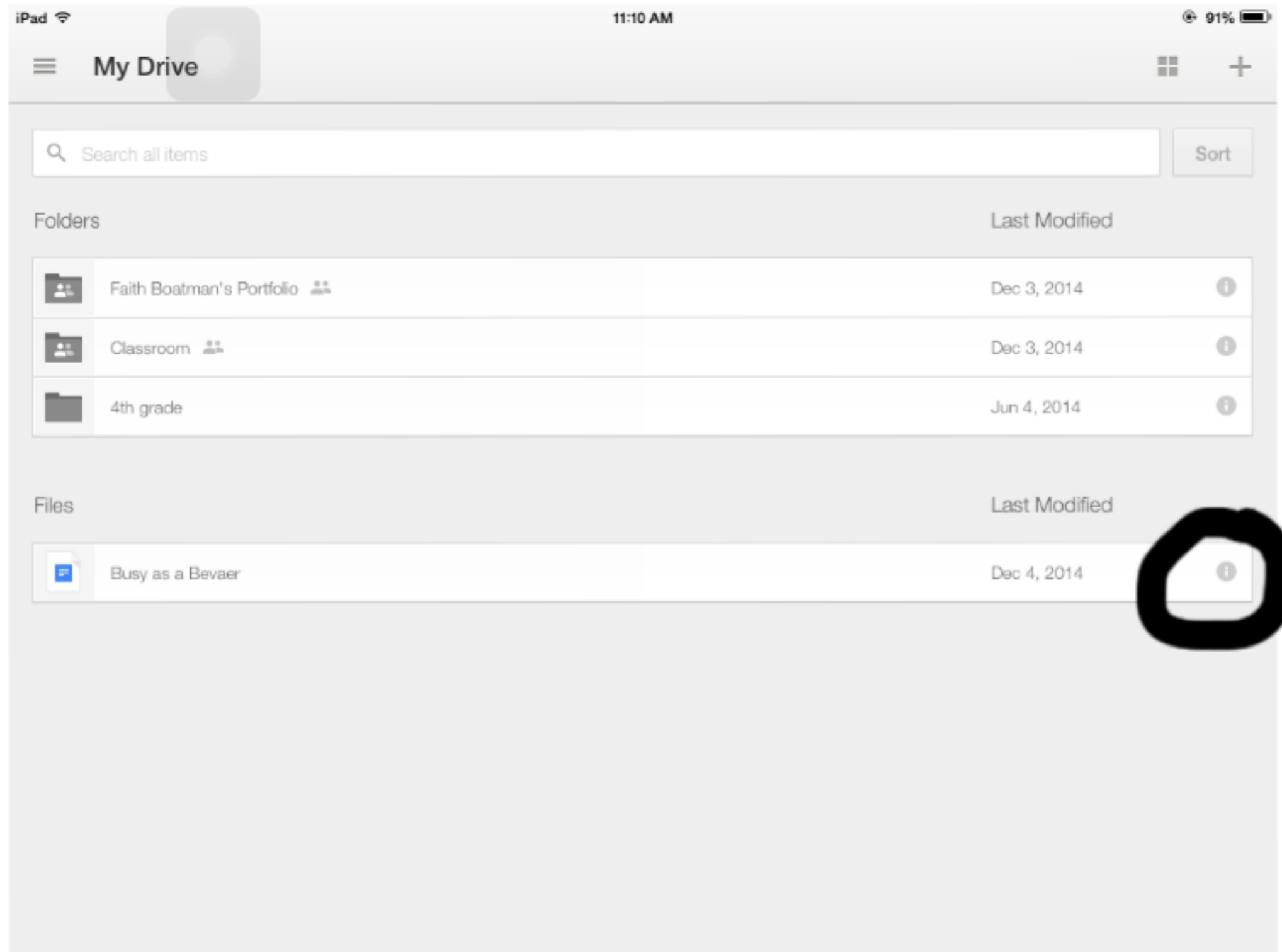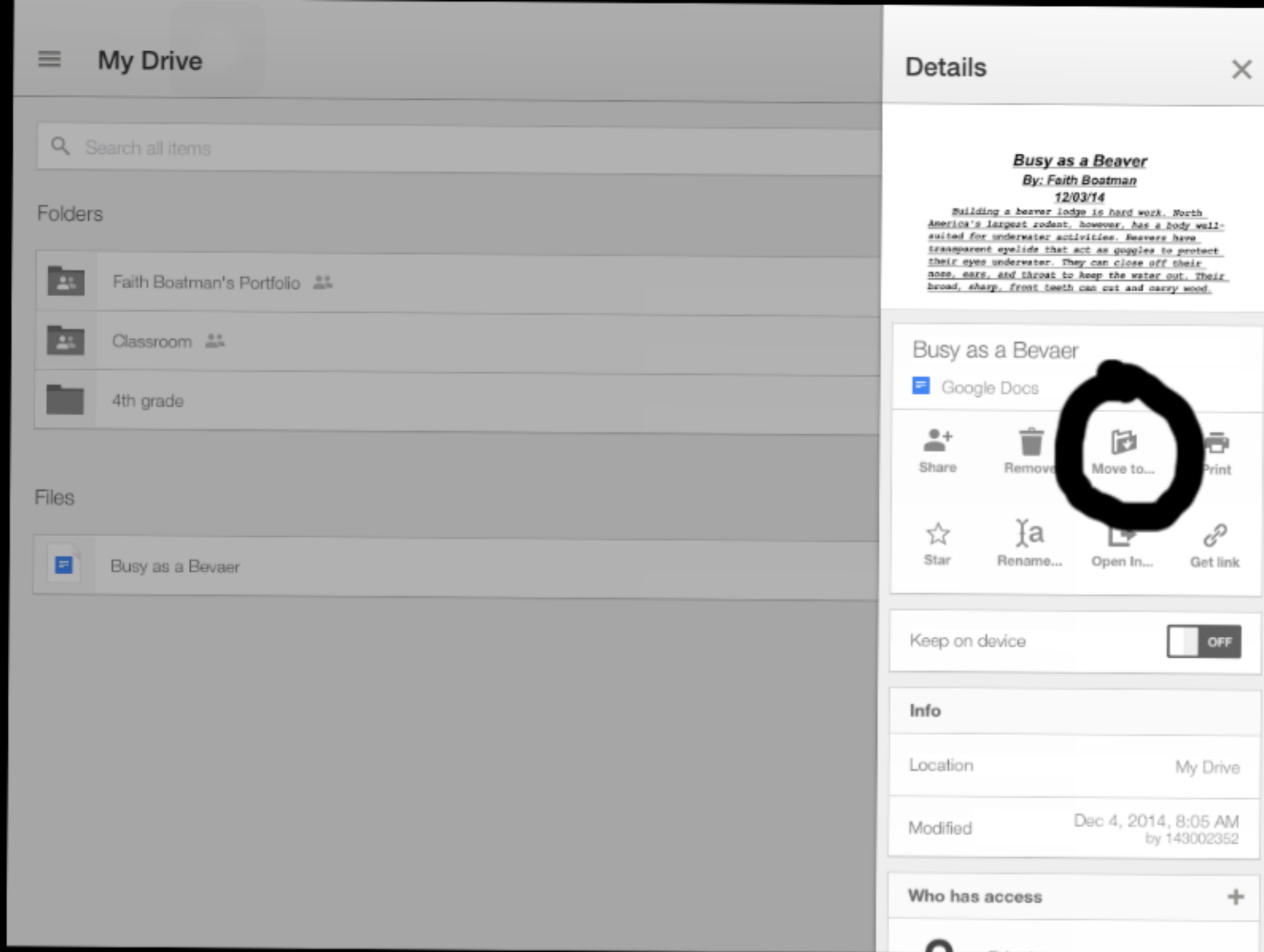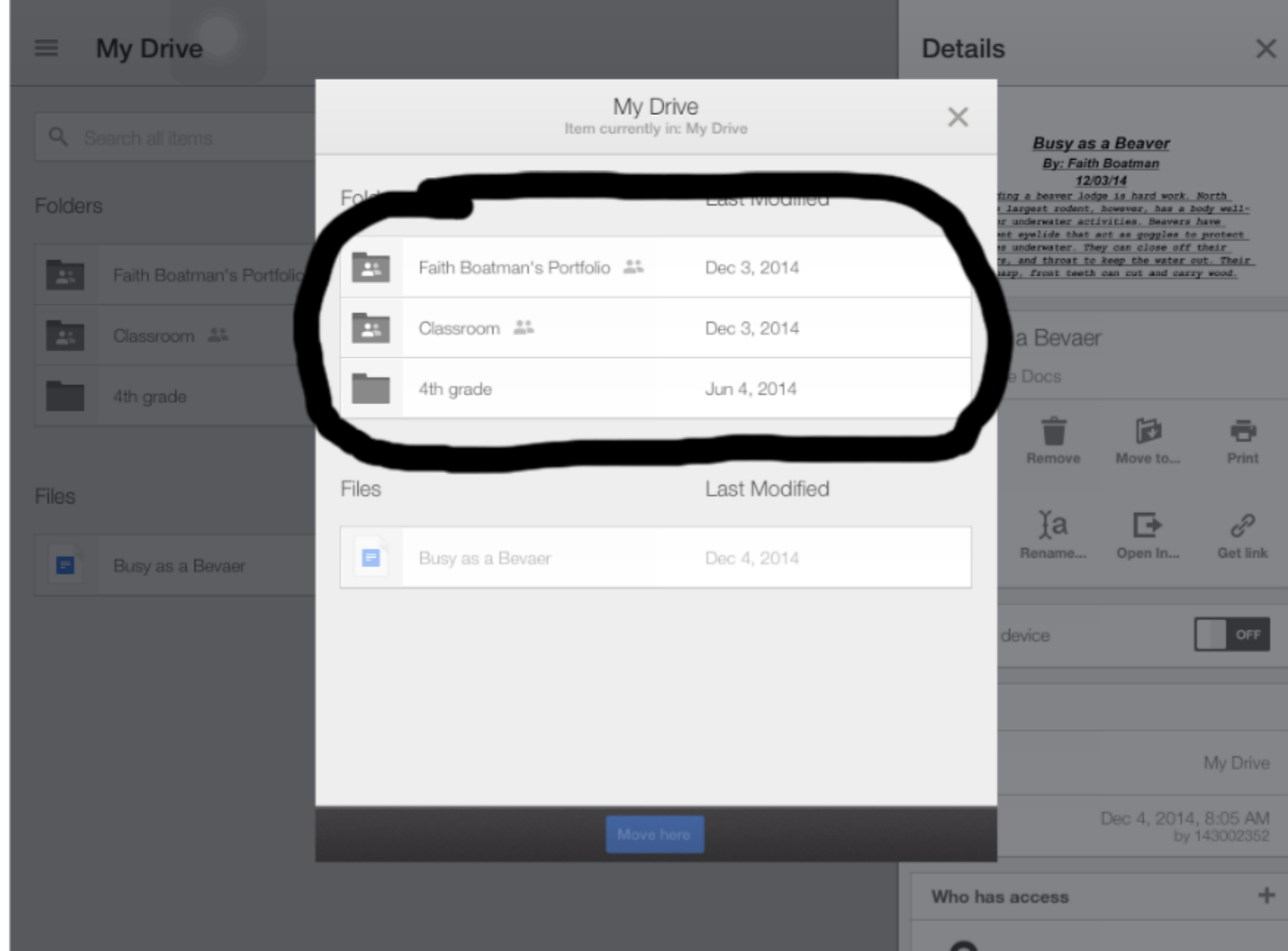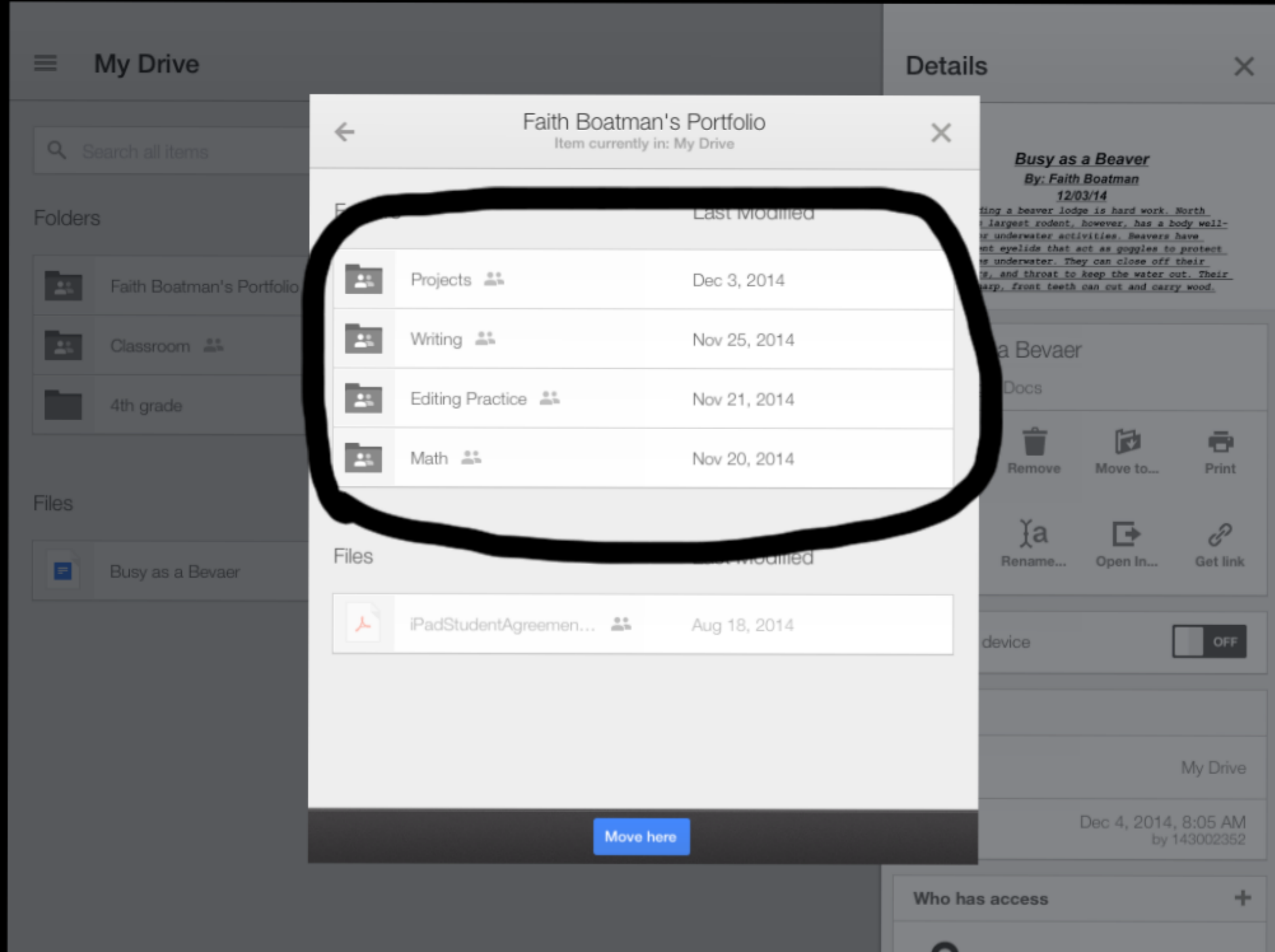# How to Put Stuff in Your Folders in Your Drive
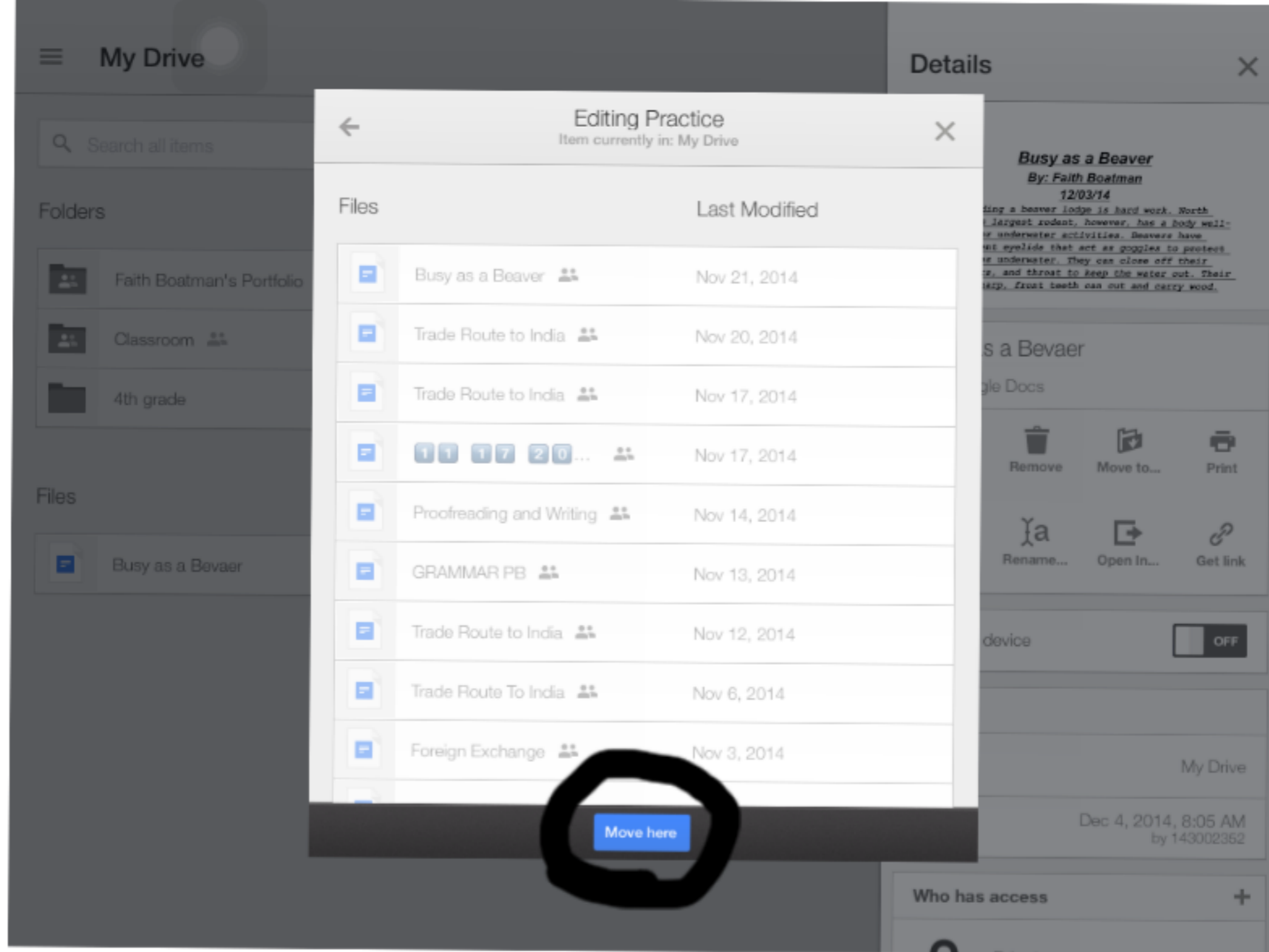

First, you push the "i" button on the thing you want to move.

Then you push "move to"

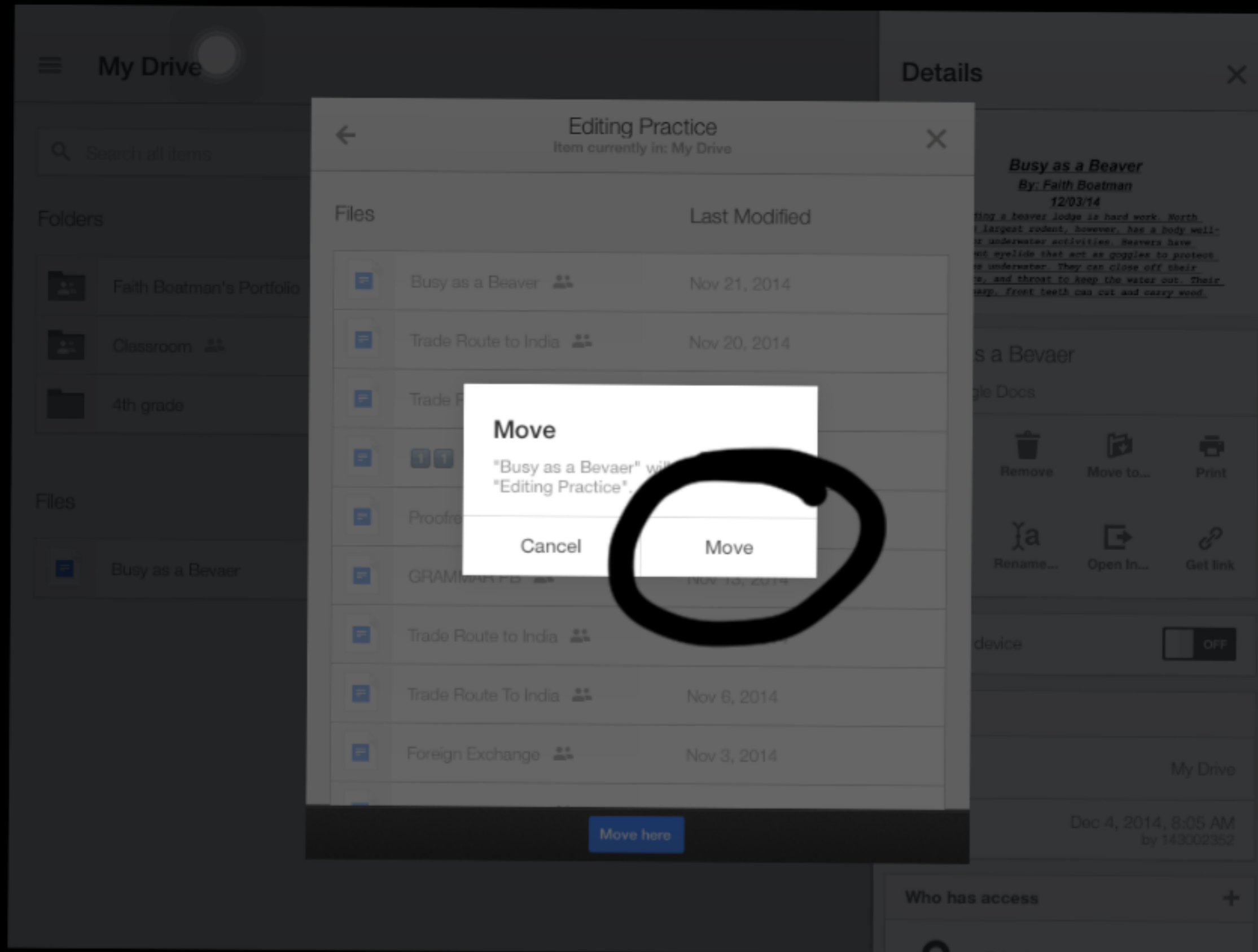Then you push the folder you want to put it in

Then you push the other folder you want to put it in

My Drive

Search all items

Folders

Faith Boatman's Portfolio

Classroom

4th grade

Files

Busy as a Bevaer

Details ✕

Busy as a Beaver
By: Faith Boatman
12/03/14

s a Bevaer

gle Docs

Remove   Move to...   Print

Rename...   Open In...   Get link

device   OFF

My Drive

Dec 4, 2014, 8:05 AM
by 143002352

Who has access   +

Editing Practice
Item currently in: My Drive

Files	Last Modified
Busy as a Beaver	Nov 21, 2014
Trade Route to India	Nov 20, 2014
Trade Route to India	Nov 17, 2014
1 1 1 7 2 0 ...	Nov 17, 2014
Proofreading and Writing	Nov 14, 2014
GRAMMAR PB	Nov 13, 2014
Trade Route to India	Nov 12, 2014
Trade Route To India	Nov 6, 2014
Foreign Exchange	Nov 3, 2014

Move here

Next, you push "move here"

Then you push "move" and that item will be in that folder