

PVUSD Google Login for Students and Staff 2013

1. For PVUSD Staff and students to log on to their Google accounts, they need to navigate to docs.pvUSD.net.



Enter your PVUSD username and password

To access Google, please enter your PVUSD username and password in the form below.

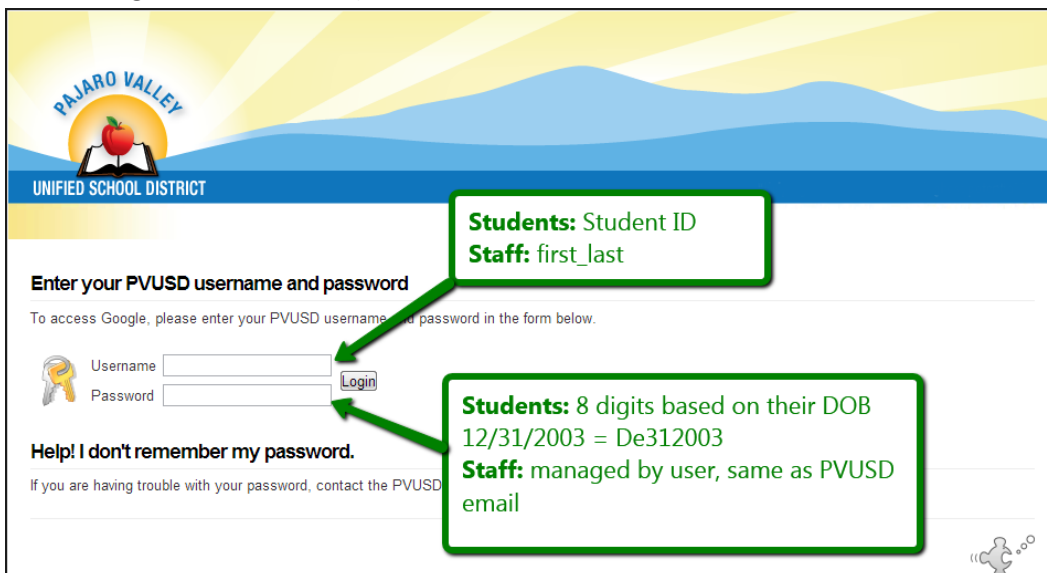
 Username
Password

Help! I don't remember my password.

If you are having trouble with your password, contact the PVUSD Help Desk at 786-TECH (8324).



2. For **students**, they put in their **student ID** and their PVUSD district password, 12/31/2003 = De312003. The 8 digit password is based on their DOB with the first 2 letters of the month coming first with the first letter capitalized followed by the day and the year.
For **staff**, they put in their PVUSD active directory credentials (username: **first_last** password: user managed, same as email)



3. Once logged into Google Docs there are two ways to upload files.

a) Drag-and-drop file upload You can drag-and-drop your files directly from your computer into your Google Drive.

Note: *This feature is available only in the latest versions of Chrome and Firefox. If you aren't working in the latest version of Chrome or Firefox, you can click the **Upload** button and select **Files...** from the drop-down menu.*

b) To manually select files from your computer to upload to Google Drive, follow these steps:

1. In your Google Drive, click the **Upload** button and select **Files...** from the drop-down menu.

2. Select the file you'd like to upload. To select multiple files, press Shift or Ctrl and click all the files to upload.

3. Your file will appear in **My Drive**.

Manually upload folders

Uploading a folder can save you the time and hassle of uploading individual files from your computer to Google Drive. When you upload a folder, you'll also save the time it takes you to organize your files and documents into folders. You can upload one or more folders to Google Drive at a time. Individual files within that folder will be uploaded, and subfolder structure will be maintained.

Reference: <https://support.google.com/drive/answer/2424368?hl=en>