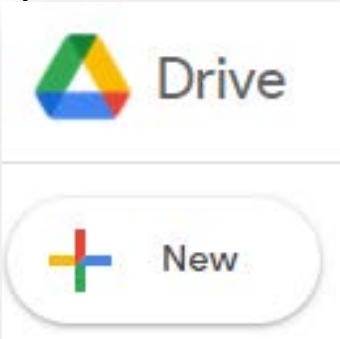


1

APPENDIX 4.2.1 – Uploading Videos to Google Drive

Google Drive is easy and free to use for everyone with a Gmail account! (Don't have a Gmail account? See APPENDIX 4.3.1 of the *How to Host 4-H Public Speaking During COVID handbook!*) Just follow these steps to send your video:

Step 1



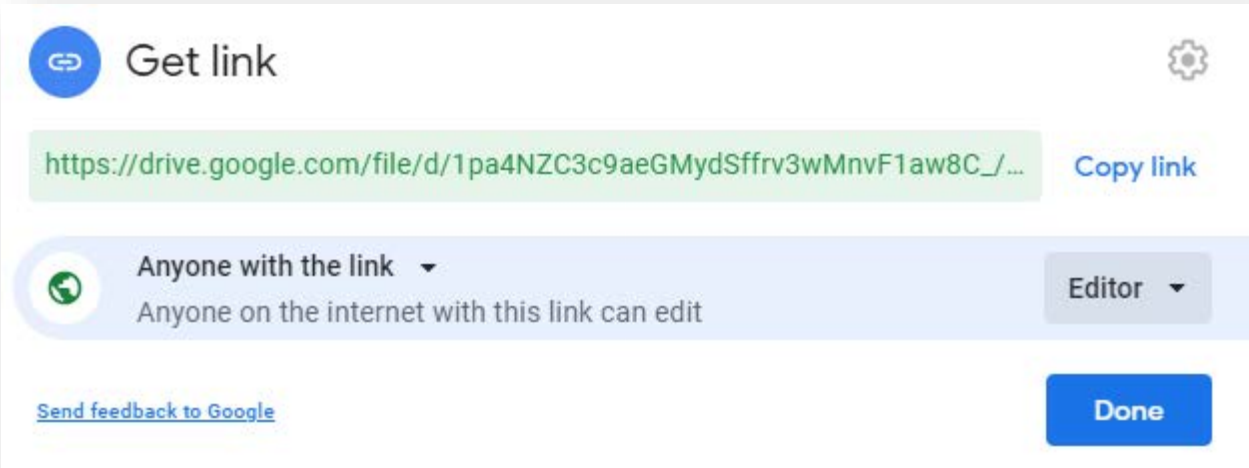
Press the “plus” or “new” button and upload your video file.

Step 2



Once the file is uploaded, right click on the image. Then click on “get link”.

Step 3



You will want to choose the option “Anyone with the link” and ensure that the rightmost says “Editor.” This way the public speaking coordinator will be able to download your video and viewers will not need a Gmail account.