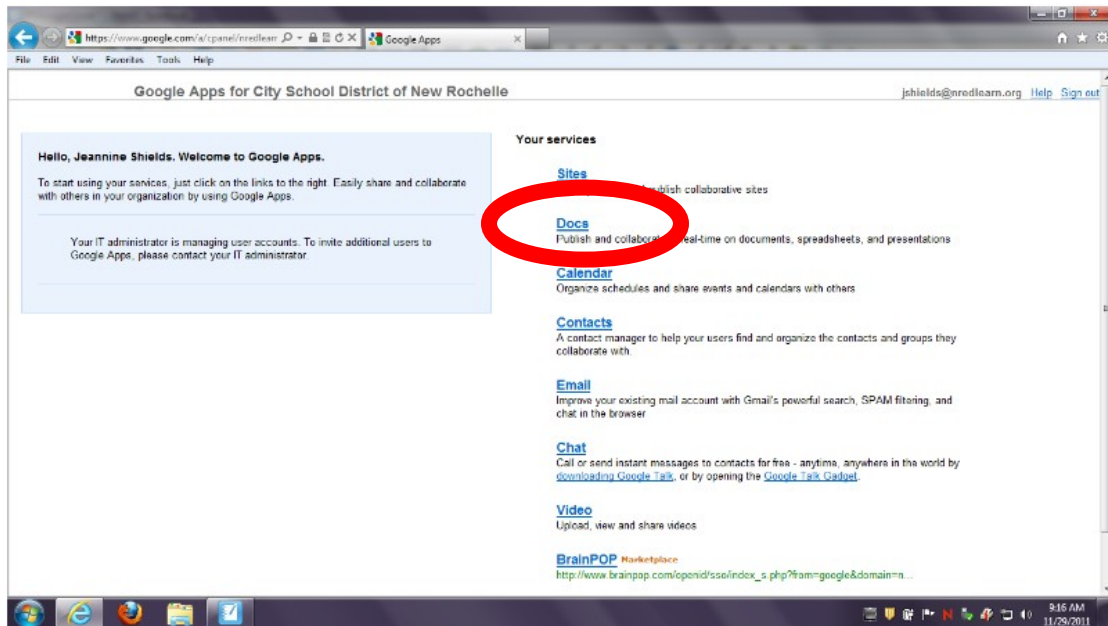
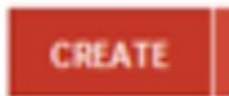


# Creating Google Docs

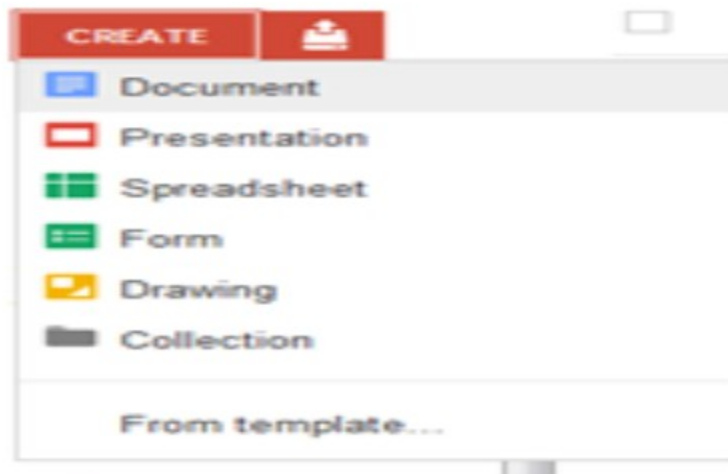
1. Visit your district's Google domain or <http://docs.google.com>



2. Click "Create" to make a new file.



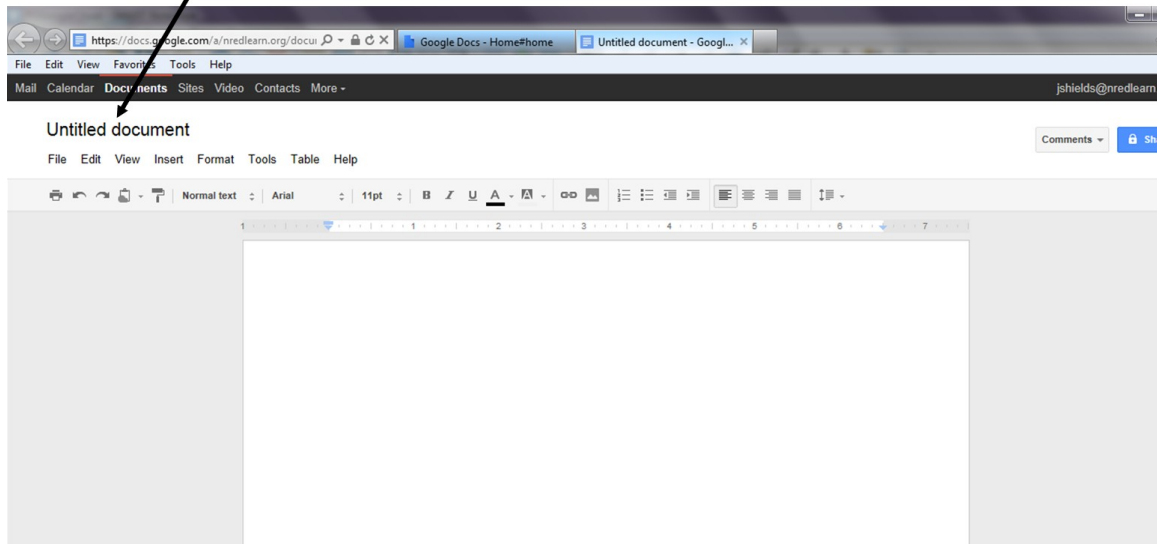
3. Choose Document from the list of file types.



6.

Click "Untitled document" and change the name.

The file will automatically save. You will see "...saving" change to "all changes saved".



7. Click on the virtual white paper and begin typing.

8. Google Docs will automatically save your work every few seconds as long as you are connected to the Internet.