How to integrate your Google Drive in Canvas

You will authorize your Google Drive account in two places in Canvas, once in your overall settings, and once per each course. It is important to use your Google Drive for giving files to students, as Canvas has a small data limit, which you will need for your exams.

Log into Canvas and click the Account button at the top left of the page, then Settings in the menu.

Make sure your email address on the right is your @tamu.edu address (not @bio.tamu.edu) and click the “Google Drive” link under Other Services.
This will create a pop-up, click Authorize Google Drive Access

This will bring up a Sign in area to choose an account, you need to choose the @tamu.edu account. I show you the two accounts here to say DO NOT choose the gmail.com account.

Click Allow
This will now show as authorized in your settings:

Now we need to authorize your course to access your google drive. Enter your specific Canvas course, click “Google Drive”:

If you are integrated, it’s possible your Drive will already have shown up, if not Authorize it:
This area will now show your Google Drive:

Now, do not panic, your students CANNOT see your Google Drive. They cannot see this page and they cannot access the files or folders. This is just you linking Canvas to Google Drive. This part of the integration is done. Go to the Module Instructions to learn how to link files into modules to share them with your students.