

Using the Google Drive

Community Integrated Paramedicine Workgroup

While the AZDHS website for the CIPW is under construction, Google Drive is being used to store resources and key documents for the workgroup.

To access the Drive, follow the attached link: [CIPW Google Drive](https://drive.google.com/folderview?id=0Bz6FdiBICU9EeGxScjRFa2JrczA&usp=sharing)
(<https://drive.google.com/folderview?id=0Bz6FdiBICU9EeGxScjRFa2JrczA&usp=sharing>)

The Drive is organized in four main folders:

1. Focus Panel Topics

- a. This contains folders for each assigned focus panel. This will be used to store the resources and presentations submitted by each focus panel.
- b. **To add documents to your panel's folder**, email the file(s) to Alex Mar (alex.n.mar@gmail.com) and they will be uploaded to the Drive.

2. Links

- a. This contains important links for the workgroup. Because Google Drive does not store URLs, a PDF document is uploaded to store hyperlinks.
- b. The PDF can be downloaded to your computer or viewed in Google Drive (for most updated browsers).
- c. **To access a website**, click on the PDF "Important Links" and select the desired hyperlink in the Viewer, or download the PDF and select links from the document.

3. General Resources

- a. This folder contains general resources relevant to the workgroup, sorted by type.
- b. All of these files can be downloaded to your computer, and some may be visible in Google Drive (requires updated browser).

4. Administration

- a. This contains administrative documents, including contact lists, meeting agendas, bulletins, etc.