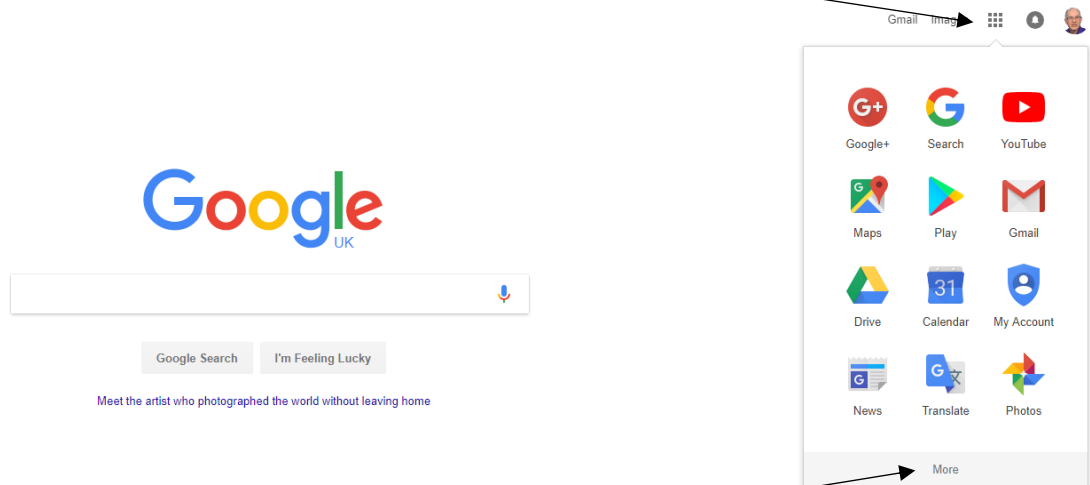


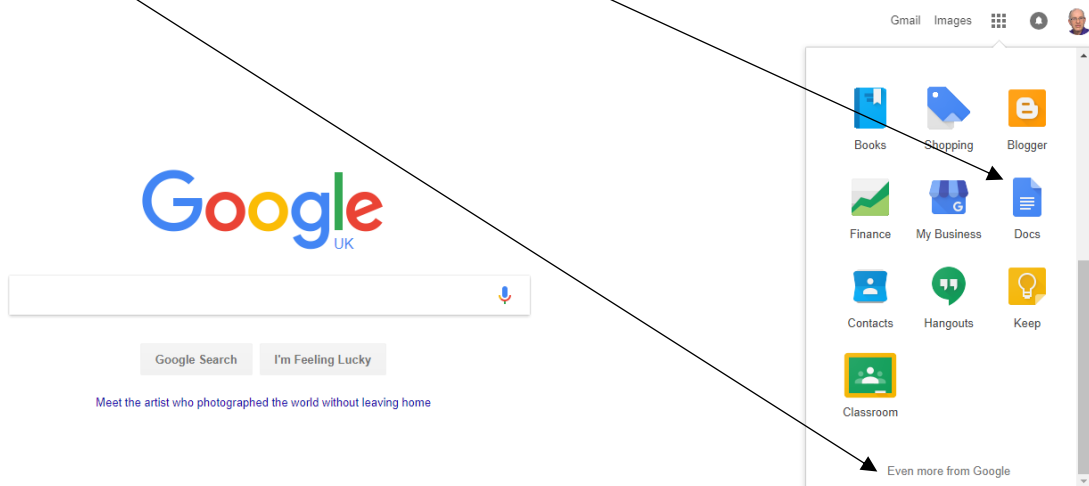
Getting to Google Docs

Actions

1. Go to Google by searching google.co.uk in the address bar (top bar in your browser e.g. internet explorer, Google Chrome, Safari, Firefox)
2. Click on the 9 squares in the top right corner (Make sure you log in to your google account).



3. Click "More"
4. Docs may appear. If so click "Docs". If not click on "Even more from Google".



5. Once you're on the page below scroll down until find docs and click on "Docs" or press ctrl/cmd + f and type docs.

The image shows a screenshot of the Google homepage. At the top left is the Google logo. To its right are links for "Our company" and "Our products". Below this is a horizontal line. The main content area features a large advertisement for Google Allo and Google Duo. The ad includes the text "Google Allo and Google Duo" and "Stay in touch with the people that care about." Below this is a description: "Smart messaging to help you say more and do more. Simple video calling that lets you preview incoming calls." To the right of the text are two smartphone screens displaying the Allo and Duo interfaces. Below the ad is a row of five dots. Underneath is a navigation bar with links: "GET ANSWERS", "WATCH, LISTEN AND PLAY", "DO MORE WITH DEVICES MADE BY GOOGLE", "STAY CONNECTED ACROSS SCREENS", "STAY IN TOUCH", "ORGANISE YOUR STUFF", and "WORK SMART". Below the navigation bar is a section titled "Get answers" which contains four product cards: "Search" (with the G logo), "Maps" (with the Maps logo), "Translate" (with the Translate logo), and "Chrome" (with the Chrome logo). Each card has a brief description of the product's capabilities.

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