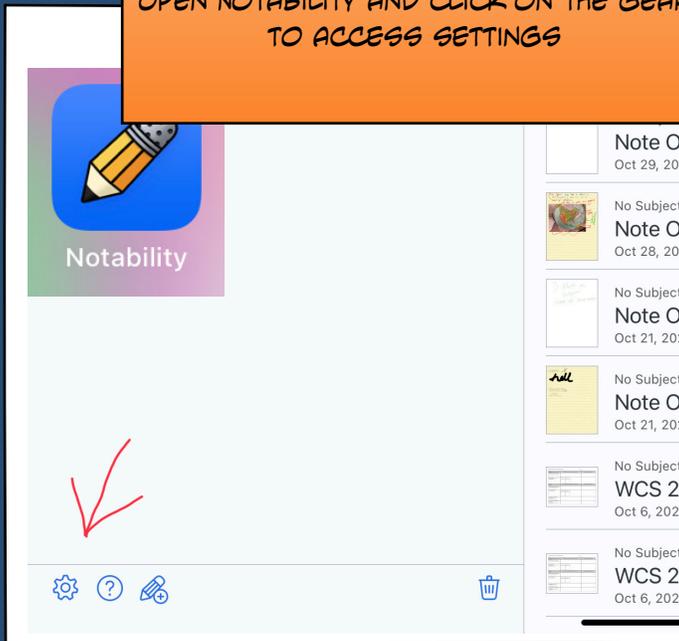


BACKING UP NOTABILITY

TO GOOGLE DRIVE

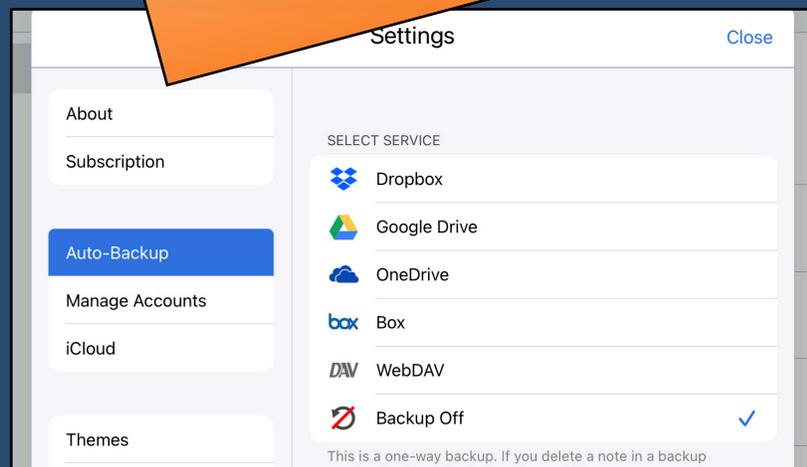
1

OPEN NOTABILITY AND CLICK ON THE GEAR TO ACCESS SETTINGS



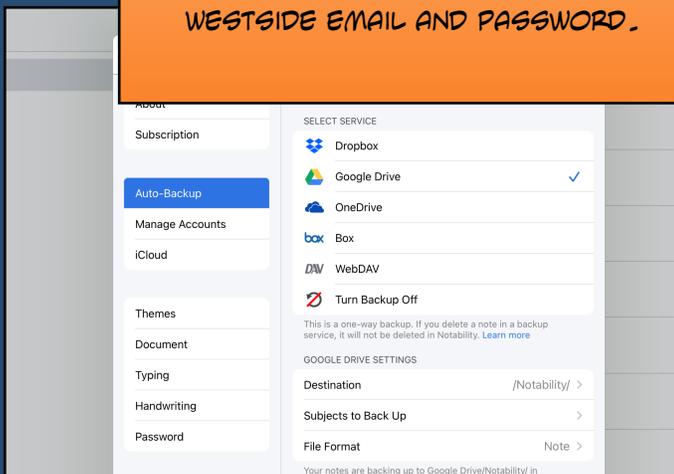
2

ONCE IN SETTINGS, TAP ON 'AUTO BACKUP'



3

THEN TAP ON GOOGLE DRIVE. YOU MAY BE PROMPTED TO LOG IN WITH YOUR WESTSIDE EMAIL AND PASSWORD.



4

THAT'S IT! IT MAY TAKE A MINUTE OR TWO TO UPLOAD. YOUR FILES ARE NOW BACKED UP!



NOTE

IF YOU HAVEN'T YET, YOU SHOULD ALSO ENABLE ICLOUD SYNC FROM THE SETTINGS PAGE IN STEP 2. THIS WILL ALLOW NOTABILITY TO KEEP A COPY OF YOUR NOTES IN ICLOUD, AND SYNC THEM WITH YOUR MAC!