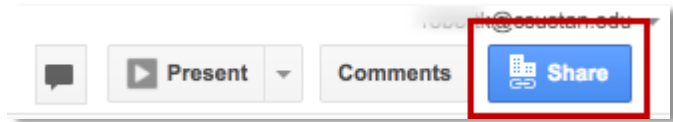


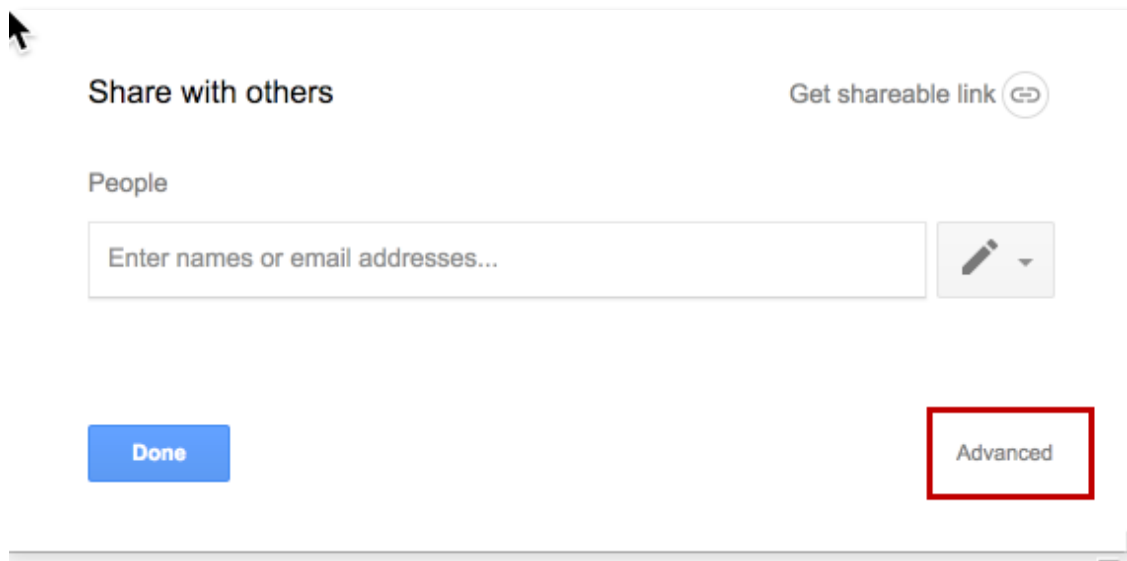
Share Google Doc

Share



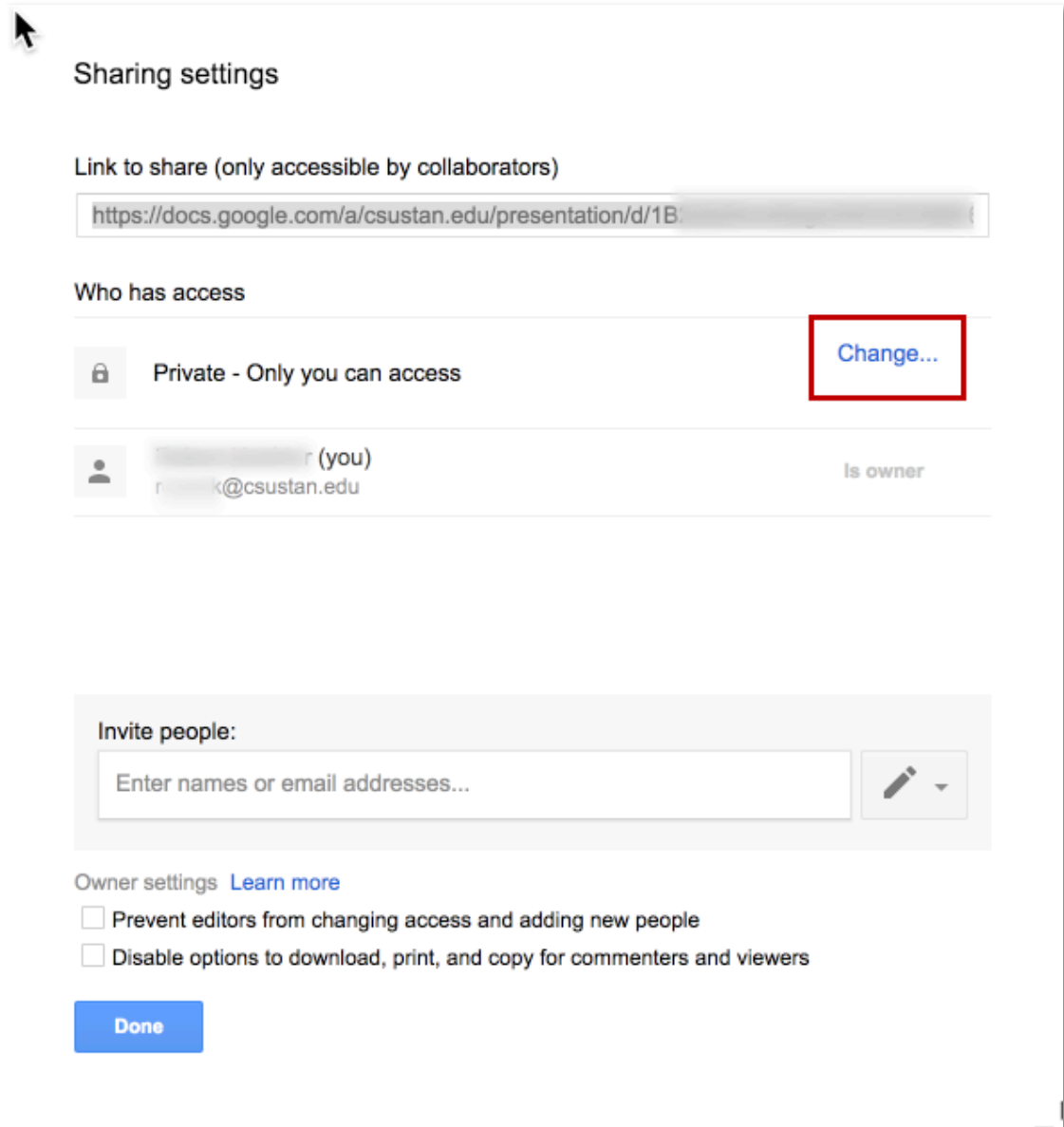
Click the *Share* button

Share with others



Click *Advanced*

Advanced - Share Settings



The screenshot shows the 'Sharing settings' dialog for a Google document. At the top, there is a mouse cursor icon. Below it, the title 'Sharing settings' is displayed. A section titled 'Link to share (only accessible by collaborators)' contains a text box with the URL 'https://docs.google.com/a/csustan.edu/presentation/d/1B...'. The 'Who has access' section shows the document is set to 'Private - Only you can access', with a red box highlighting a 'Change...' button. Below this, a list of users shows the current user as the owner. An 'Invite people:' section has a text input field and a dropdown menu. At the bottom, there are 'Owner settings' with two unchecked checkboxes and a blue 'Done' button.

Sharing settings

Link to share (only accessible by collaborators)

https://docs.google.com/a/csustan.edu/presentation/d/1B...

Who has access

Private - Only you can access [Change...](#)

(you)
...@csustan.edu Is owner

Invite people:

Enter names or email addresses...

Owner settings [Learn more](#)

Prevent editors from changing access and adding new people






Disable options to download, print, and copy for commenters and viewers

Done

Click *Change*

Change - Link Sharing

Link sharing

-  **On - Public on the web**
Anyone on the Internet can find and access. No sign-in required.
-  **On - Anyone with the link**
Anyone who has the link can access. No sign-in required.
-  **On - California State University, Stanislaus**
Anyone at California State University, Stanislaus can find and access.
-  **On - Anyone at California State University, Stanislaus with the link**
Anyone at California State University, Stanislaus who has the link can access.
-  **Off - Specific people**
Shared with specific people.

Access: Anyone (no sign-in required) [Can view](#) ▼






Note: Items with any link sharing option can still be published to the web. [Learn more](#)

[Save](#) [Cancel](#) [Learn more about link sharing](#)

Click **On- Anyone with the link**

Link Sharing - Access

Link sharing

-  **On - Public on the web**
Anyone on the Internet can find and access. No sign-in required.
-  **On - Anyone with the link**
Anyone who has the link can access. No sign-in required.
-  **On - California State University, Stanislaus**
Anyone at California State University, Stanislaus can find and access.
-  **On - Anyone at California State University, Stanislaus with the link**
Anyone at California State University, Stanislaus who has the link can access.
-  **Off - Specific people**
Shared with specific people.

Access: Anyone (no sign-in required) Can view ▾

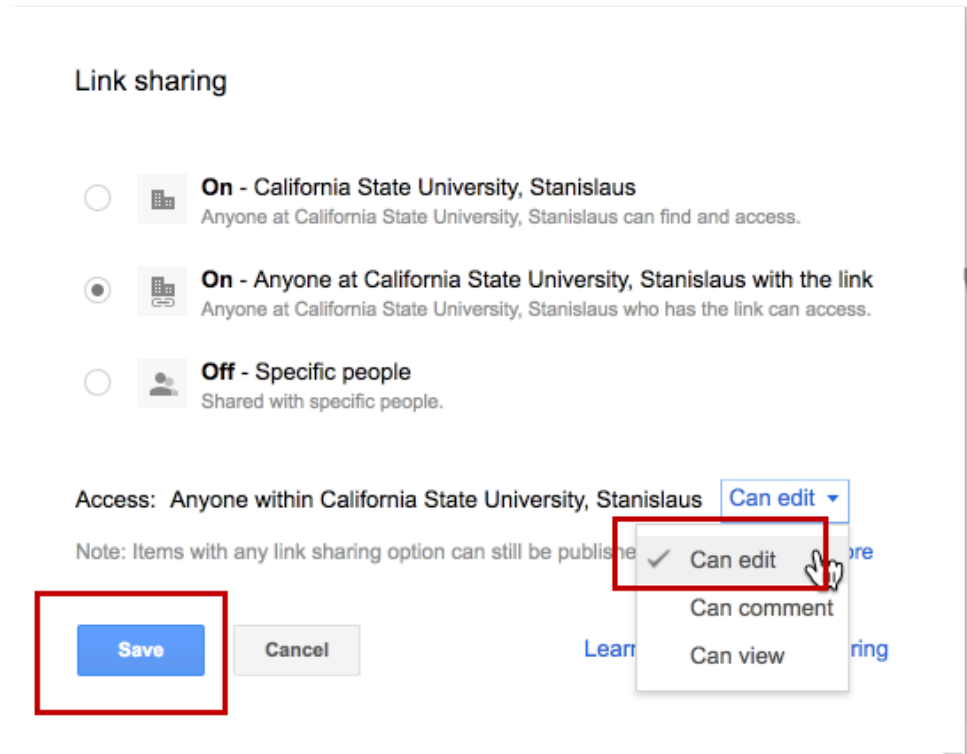
Note: Items with any link sharing option can be shared on the web. [Learn more](#)

- Can edit
- Can comment
- ✓ Can view

[Learn more about link sharing](#)

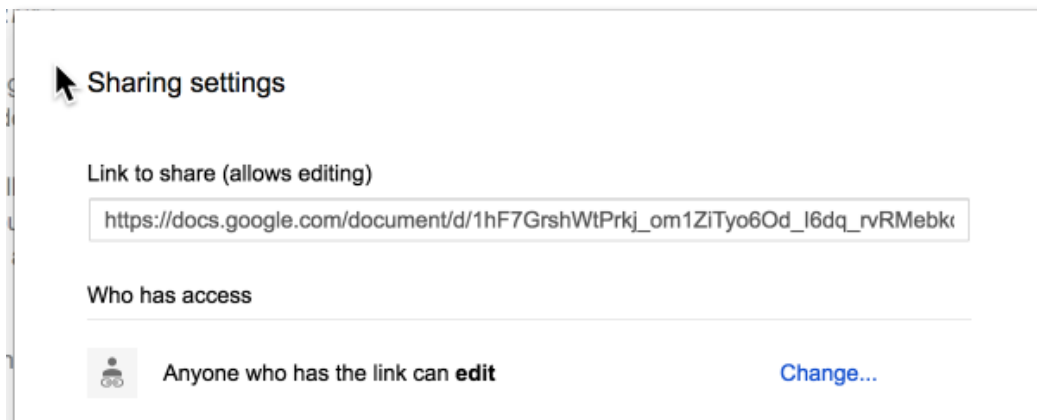
Click *Access: Anyone (no sign-in required)*
Change to *Can Edit*

Access - Can Edit - Save



After selecting *Can edit*.
Click *Save*.

Share Settings - Link to Share



Copy the *Link to share (allows editing)*
Verify access: *Anyone who has the link can **edit***
Click *Done*
Paste in Bb Assignment Link comments box