

# **The**



# **Universe**

## **Social Distancing Edition**

## **Google Photos and YouTube**

Google's Web Based Tools for improved  
Productivity and Communication

G. William James

Handheld Computer Solutions

# How To Keep In Touch

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@MyGWilliamJames



Handheld Computer  
Solutions



G. William James



GWJ2000



@RealGWilliamJames



# G. William James



- Black Enterprise Magazine's "Master Of The PDA"
- Google Apps For Business Affiliate
- Member, National Speakers' Association

## Career Highlights

- ❑ 1980s Executive Forums, Inc. Presented time management workshops
- ❑ 1999 Corporate speaker for Palm, Inc. on the power of the PDA
- ❑ 2004 National Presenter for the launch of the original Supra eKey & iBox
- ❑ 2008 Introduced 1<sup>st</sup> Gen iPhone as a Realtor tool
- ❑ 3-Time Presenter to The National Association of REALTORS® Conference
- ❑ 2005-Today Distinguished presenter of Google Apps for mobile business

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**Subject Line Only!!!**

**Google Photos 2020**

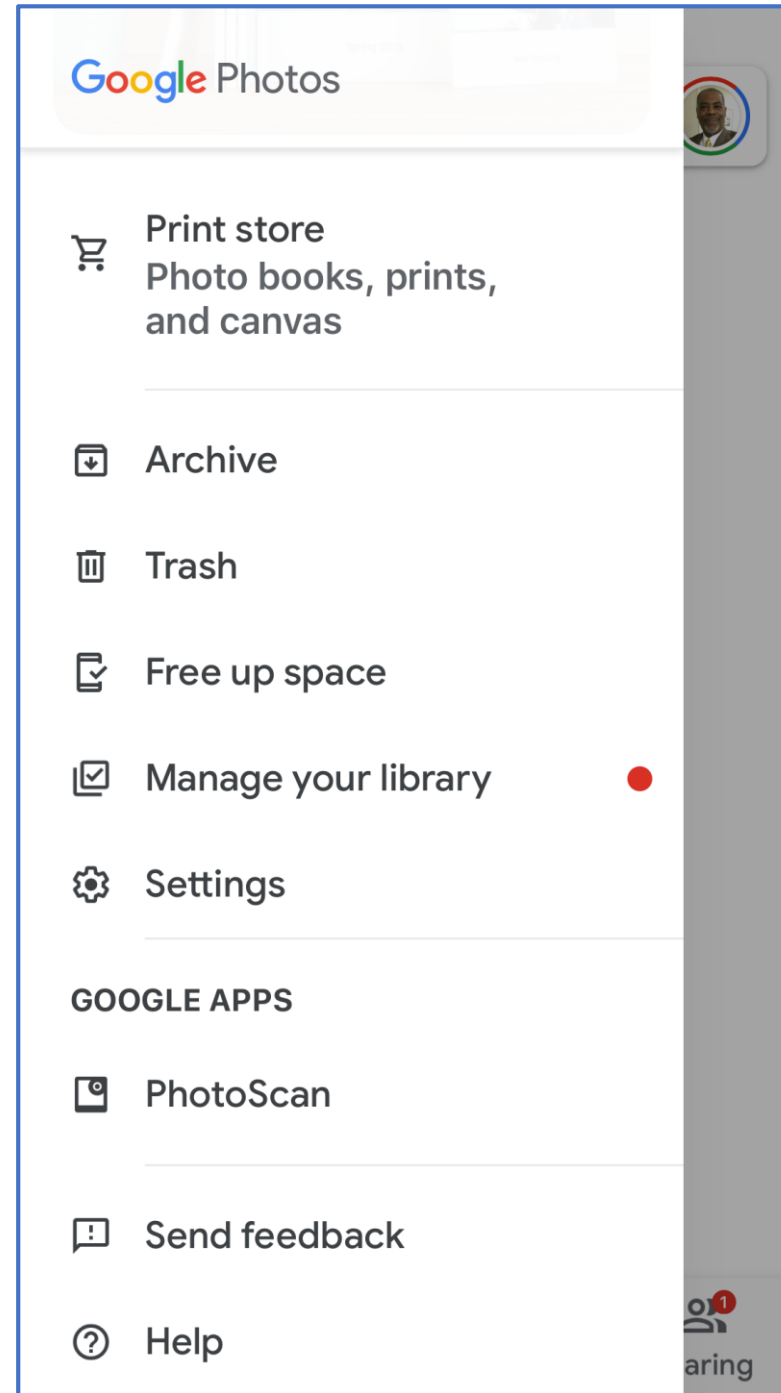


Google  
Photos

## Google Photos On Your Phone

Tap the Menu in the right corner to access these options

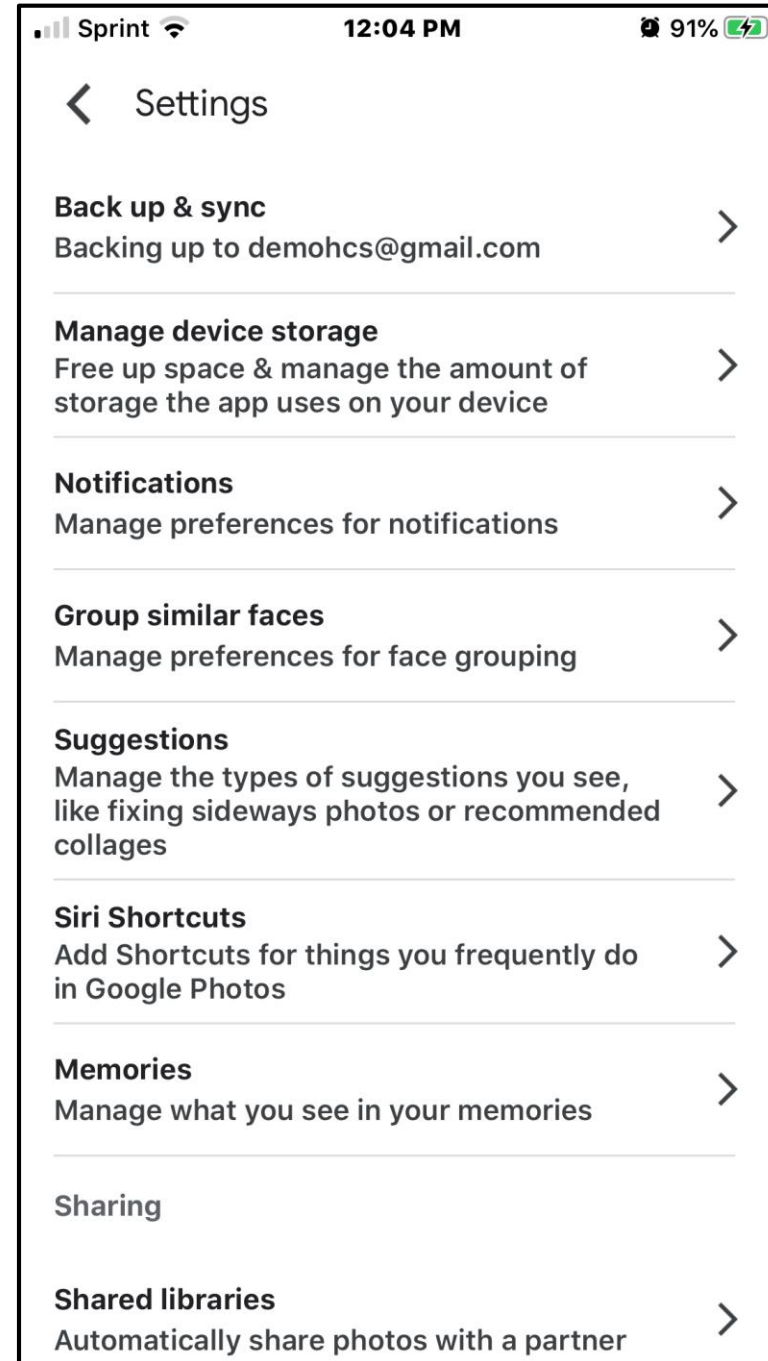
- **Archive** moves photos into a secure folder away from your gallery
- **Trash** permanently deletes photos from Google Photos
- Choose **Free up space** to delete backed up photos from your phone's memory
- Organize your library, create collages, group photos and more under **Manage your library**
- Select **Settings** to customize the look, function and feel of your Gallery



## Google Photos On Your Phone

Tap Settings to customize your options and set the function and feel of the Gallery

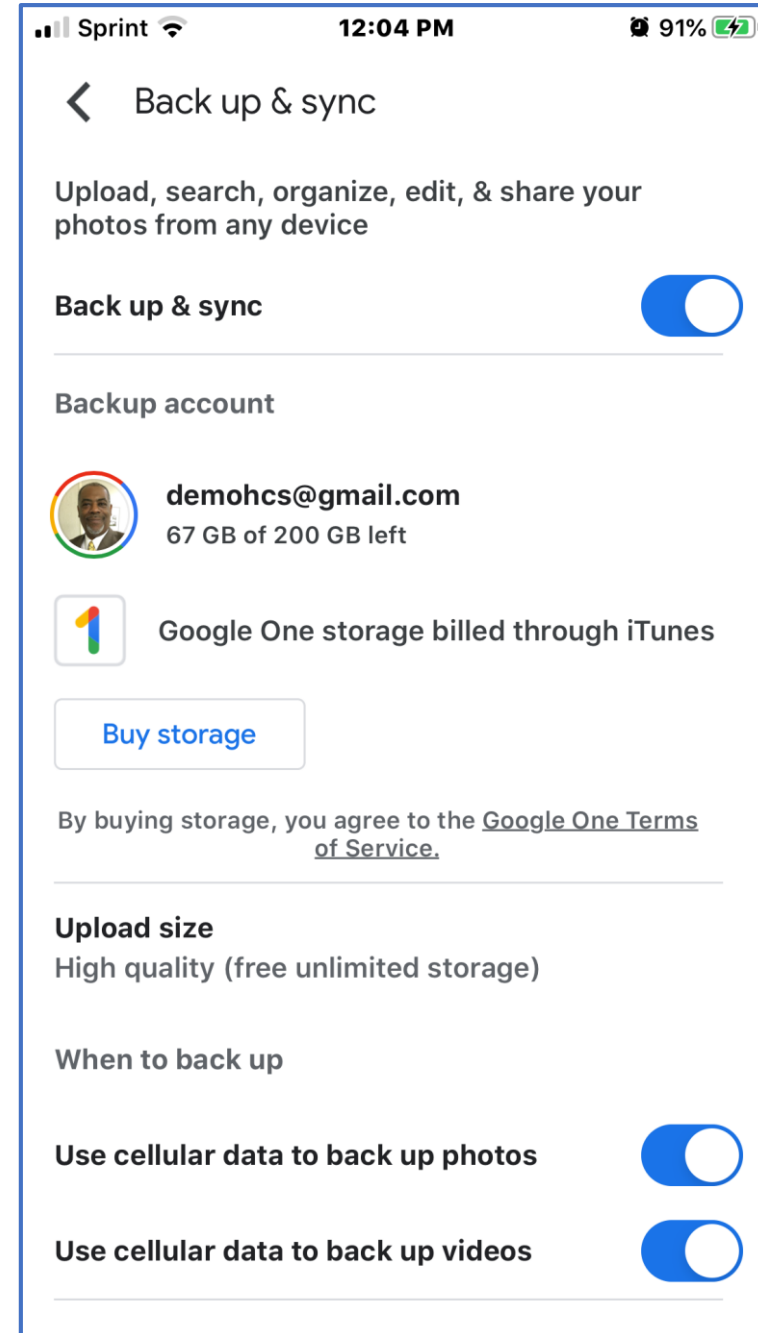
- **Back up & sync** settings controls how and where your photos will be copied from your phone and protected on the cloud and on your laptop and PC.
- Use **Manage device storage** to set how many photos will be available if you cannot connect to the Internet on your phone.
- Set your **Notifications** for updates and suggestions about better use of your photos.
- For iPhones, set a **Siri Shortcut** to speak a command to Google Photos On **Android** devices add a **Camera shortcut**
- Select **Memories** to customize how Photos will remind you of significant dates or events from the past.



## Google Photos On Your Phone

The **Back up & sync** settings controls how and where your photos will be copied from your phone and protected on the cloud and on your laptop and PC. Make certain this button is turned on.

- **Choose the Upload size** to determine how your Google account space will be utilized. Selecting High quality, unlimited storage size will not degrade the quality of your photos.
- Use **Manage device storage** to set how many photos will be available if you cannot connect to the Internet on your phone.
- Choose **When to back up** to determine if your phone's data plan will be used to upload photos, almost as they are taken. Do not make this choice if you do not have an unlimited data plan. Allow Wi-Fi to do the work for you.





## Google Photos On Your Phone

- To **Free up space**, Google Photos will identify the photos on your phone that have already been backed up. To free up space on the phone, delete the photos. They will be safely stored on the cloud and on your PC or laptop if you have downloaded the desktop app.
- One final step is necessary to clear the memory on the iPhone. Open the Photos app and locate the album named Deleted. Select all photos and delete. Please check to make sure the photos have been backed up in Google Photos just to be sure.

Delete 69 items from device to free up space?

They have been safely backed up to your Google account. You'll still be able to view them at any time.

Cancel

Delete (69)

### Complete free up space

Items will be permanently deleted from your device in 30 days, or you can do this now.

1. Open the **Apple Photos** app
2. Open **Albums** > **Recently Deleted**
3. Tap **Select**
4. Tap **Delete All**



YouTube



**MOBILE  
TECHNOLOGY  
FOR  
REAL ESTATE**

**The**  
**Google™**  
**Universe**  
**Web Series**



## Google Chrome and Online Security

- Learn how to connect Google Chrome with all your devices
- Sync Chrome settings, search history and bookmarks
- Discover useful and convenient browser extensions and shortcuts
- How to protect yourself and devices from online threats
- Clean your devices of dangerous malware and cookies
- Learn of the latest methods hackers are using to steal valuable data

**Tuesday, November 10, 2020**

**11 am PST**

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# THANK YOU!



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