

Proloquo2GO

Export and save selected backups to Google Drive

For many users, it is convenient to automatically save backups to Dropbox or Google Drive. However, sometimes you may want more control over which backups are stored in these services. We encourage you to do an initial backup before starting using the device this school year. You can choose to have Proloquo2Go only send selected backups to Dropbox or Google Drive. We recommend that you use Google Drive.

***** Use your rapid identity credentials to access google drive and back up files for your student.**

See steps in videos: (click on the image)



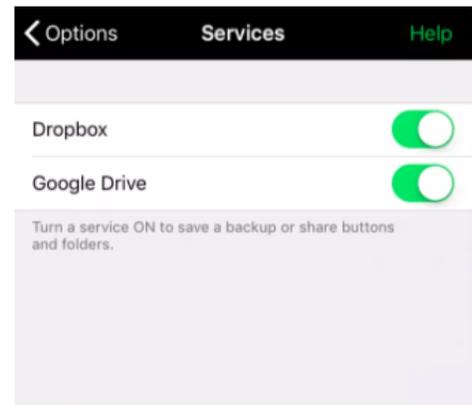
Or here are the steps

1. Enable access to Google Drive

The first step is to make sure Proloquo2Go has access to your Google

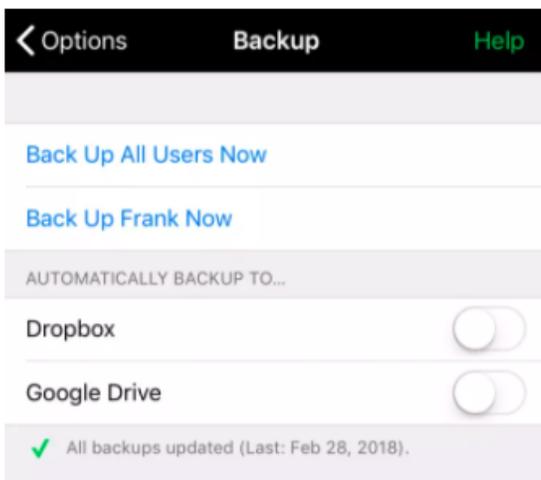


Drive accounts. First, go to **Options*** in the bottom toolbar. Then, go to the **Services** section. Make sure the service you want to be able to export to is toggled ON here. Turn off Dropbox and only turn on Google drive.



2. Turn off automatic backups

Go to **Options > Backup**. Make sure **Dropbox** and **Google Drive** are both toggled OFF. This combination of Services and Backup settings gives Proloquo2Go permission to access your Dropbox and/or Google Drive account, but only when requested.



3. Make a new backup (optional)

If you have just made changes that you want to save, you should first make a new backup. If you want to export an existing backup, skip over these steps.

1. Go to **Options > Backup**.
2. Tap either of the **Back Up Now** options near the top of the Backup section
3. Wait for Proloquo2Go to finish creating the backup files.

4. Choose and export your backup

1. Go to **Options > Backup > Export Backup**.
2. Find the file you want to export in the list of backup files. You may need to scroll down. When you find the file, tap **Export** on the right side of its row.
3. Select **Export to Google Drive**.
4. Wait for the progress bar to fill. A “Successfully Exported to Dropbox/Google Drive” message will appear. Tap **OK**.

In Google Drive, they will be in the Proloquo2Go folder.

Share backups

AirDrop makes it easy to directly share your backups with other Proloquo2Go users or staffs nearby. You do not need to be connected to the internet to use AirDrop. Before sharing your vocabulary, you will want to create a new backup to make sure any edits you have recently made the transfer over.



1. Go to **Options***  **> Backup**.
2. Tap either of the **Back Up Now** options near the top of the Backup section.
3. Wait for Proloquo2Go to finish creating the backup files.

Share your backup through AirDrop



1. Go to **Options***  **> Backup > Export Backup**.
2. Find the file you want to export in the list of backup files. You may need to scroll down. When you find the file, tap **Export** on the right side of its row.
3. Tap **Share > AirDrop**.
4. Tap the device you want to share the backup with.
5. When the selected backup is sent by AirDrop, Proloquo2Go will automatically open on the device the backup is sent to. You can either restore the backup immediately or save the backup for later. You can access backups sent by AirDrop the same way as manual backups inside the device.



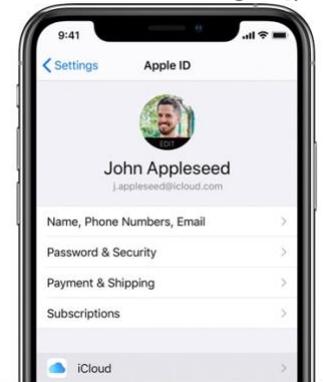
How to back up the rest of the contents on the iPad (photos, files and media)

Choose a backup method (icloud or with the computer)

Before you get started, learn the [difference between iCloud backups and backups you make using your computer](#), then choose the method that's best for you. If you need an alternative backup, you can make one in iCloud and another using your computer.

How to back up with iCloud

1. [Connect your device to a Wi-Fi network.](#)
2. Go to Settings > [your name], and tap iCloud.



3. Tap iCloud Backup.



4. Tap Back Up Now. Stay connected to your Wi-Fi network until the process completes.

You can check the progress and confirm the backup completed. Go to Settings > [your name] > iCloud > iCloud Backup. Under Back Up Now, you'll see the date and time of your last backup.

Automatically back up with iCloud Backup

To let iCloud automatically back up your device each day, here's what you need to do:

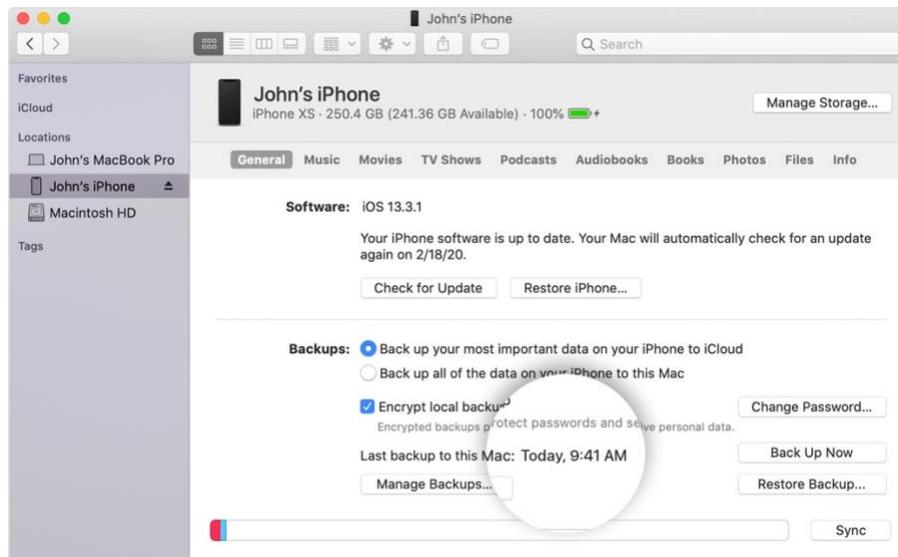
- Make sure that iCloud Backup is turned on in Settings > [your name] > iCloud > iCloud Backup.
- Connect your device to a power source.
- Connect your device to [a Wi-Fi network](#).
- Make sure that your device's screen is locked.

How to back up with your computer

1. Connect your device to your computer. On a Mac with [macOS Catalina 10.15](#), open Finder. On a Mac with [macOS Mojave 10.14 or earlier](#), or on a PC, open iTunes.
2. If a message asks for your device passcode or to Trust This Computer, follow the onscreen steps. If you forgot your passcode, [get help](#).
3. [Locate your device on your computer](#). If your device doesn't appear on your computer, [learn what to do](#).



When the process ends, you can see if the backup finished successfully.



Please Contact your occupational therapist or Speech Language pathologist for additional questions or support.