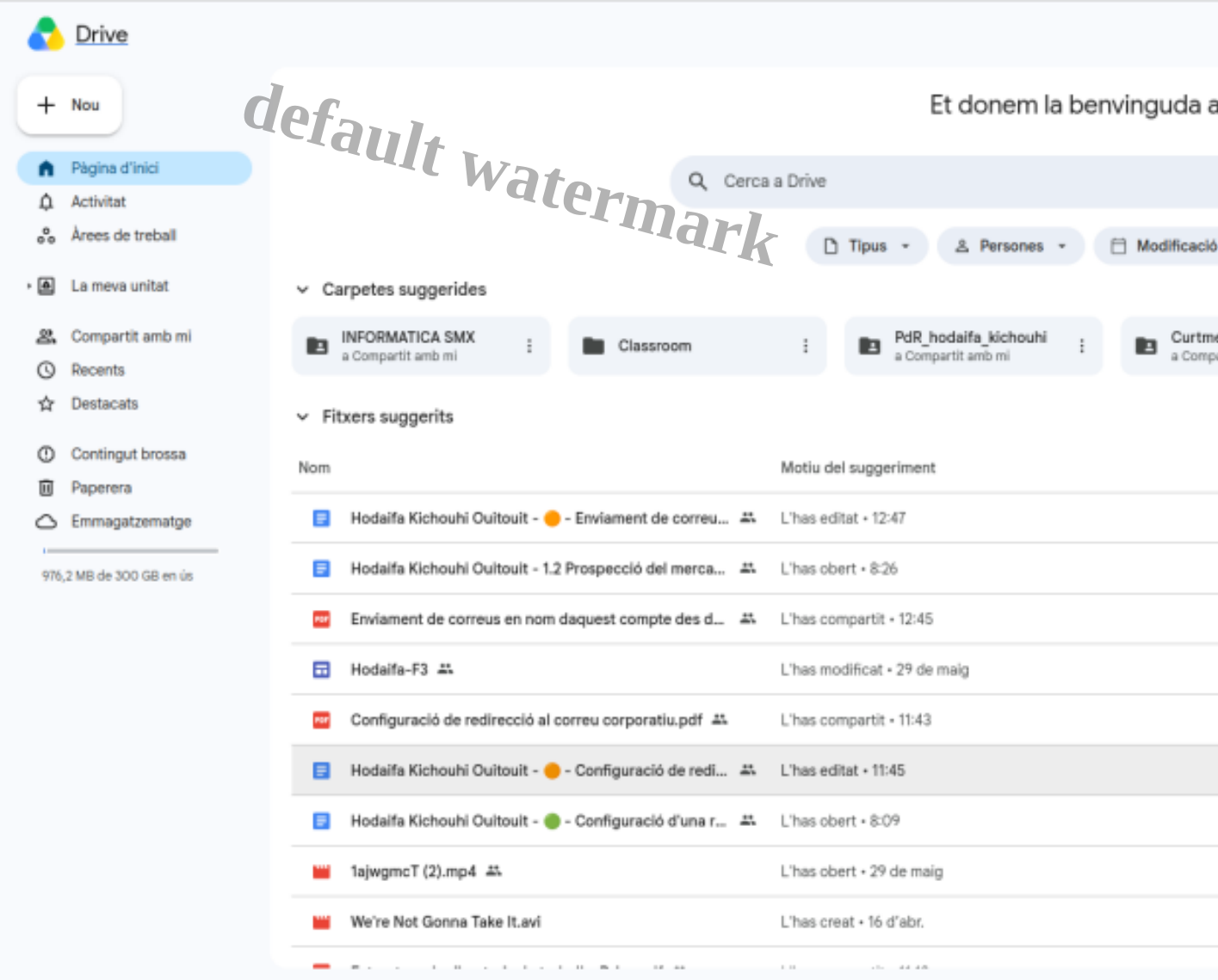
DiferÃ¨ncia entre compartir recursos i unitats compartides

Description

En aquesta tasca hem de posar la diferencia entre les dues unitats compartides i posar pas a pas com es crea cadascuna

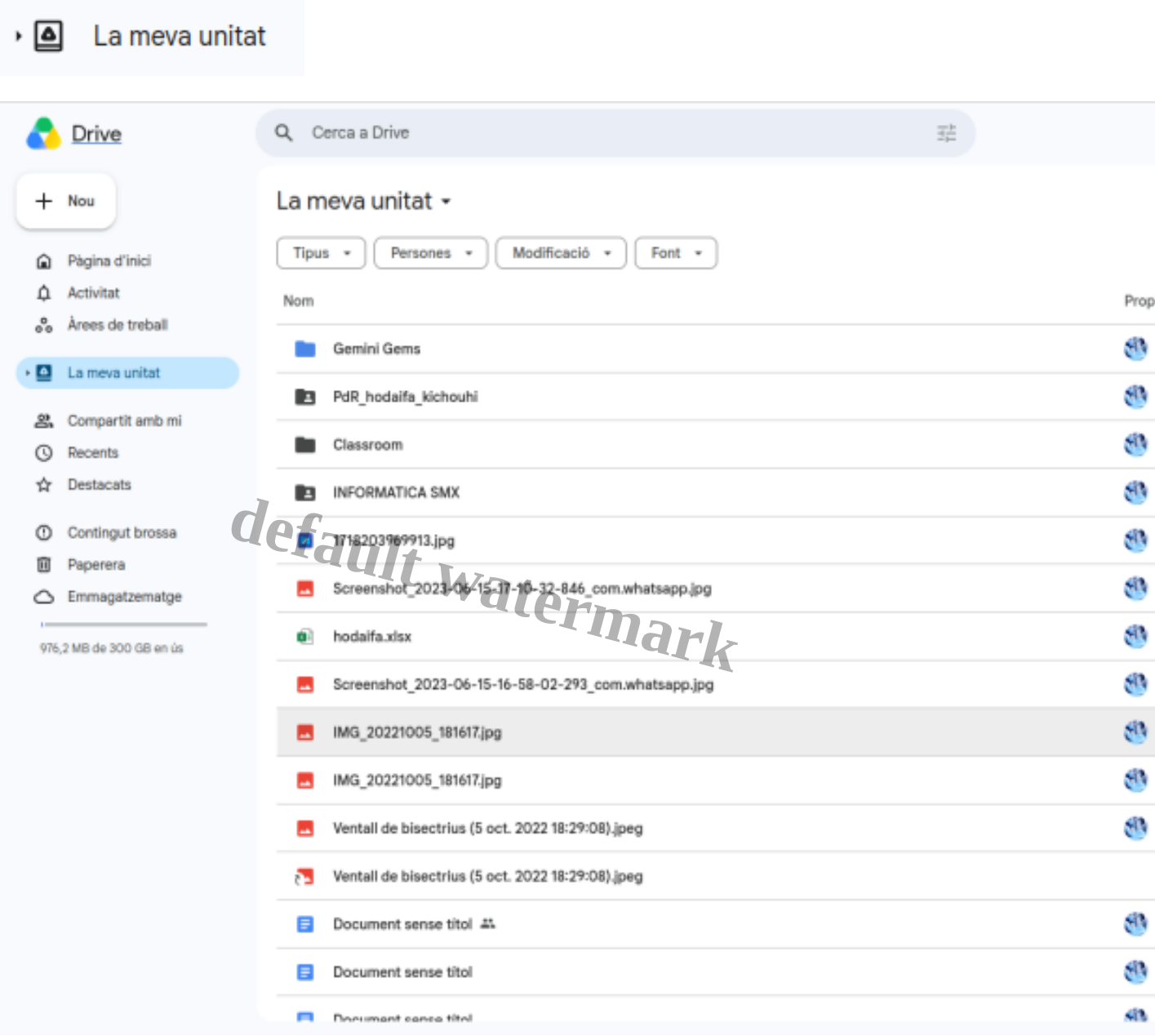
1.COMPARTIR RECURSOS

Lo primer de tot es entrar al DRIVE

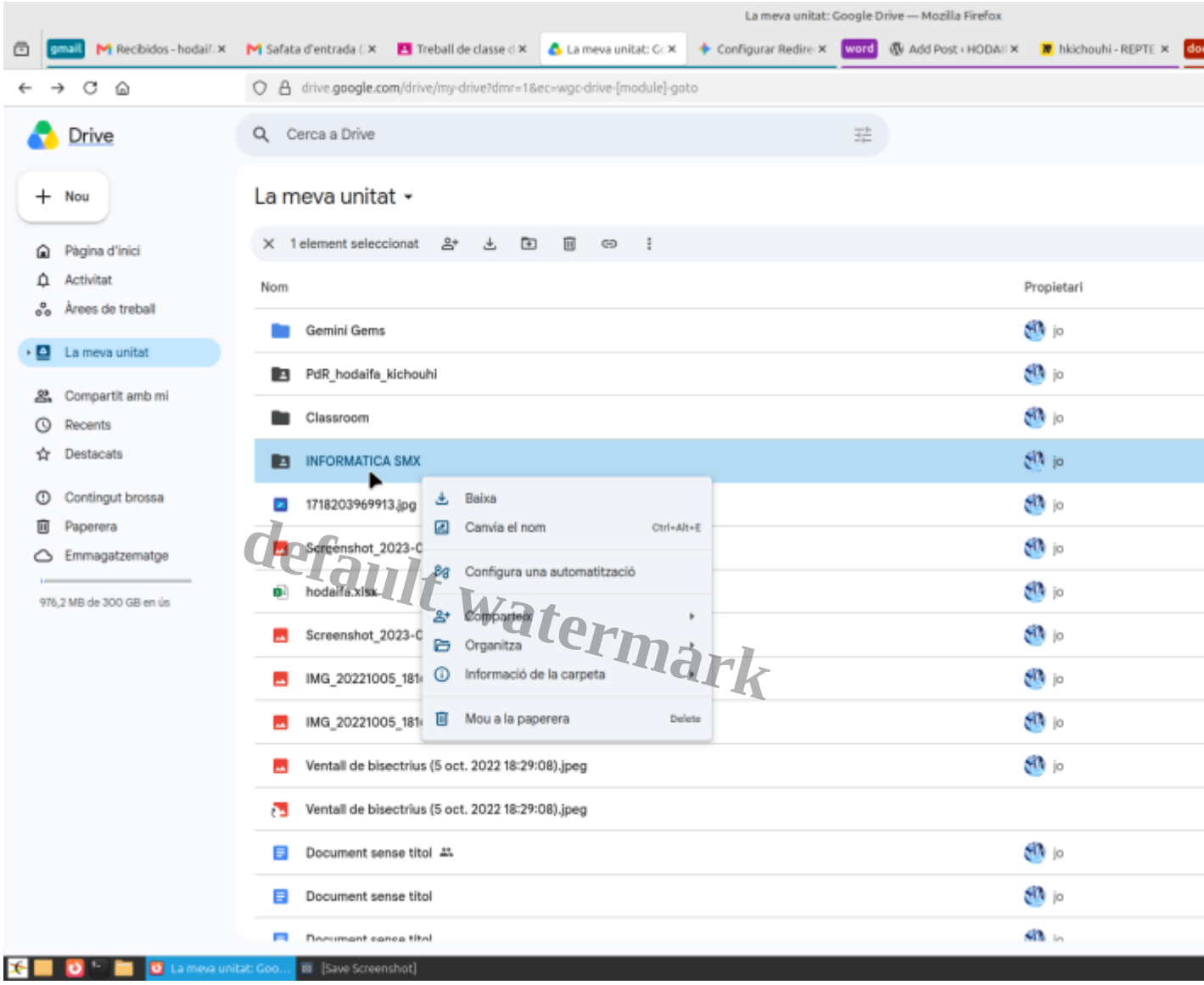


default watermark

Seguidament anar al apartat de â??La meva unitatâ?•



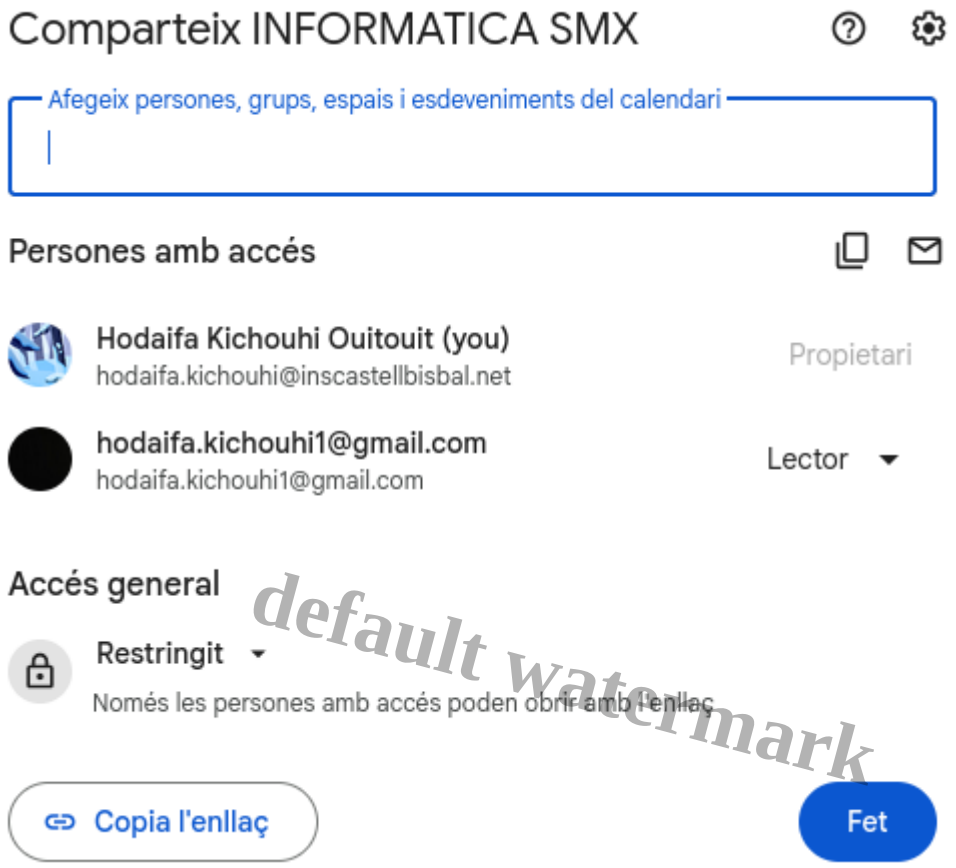
Fas clik dret sobre la carpeta que vols compartir am una o mosltes persones



default watermark

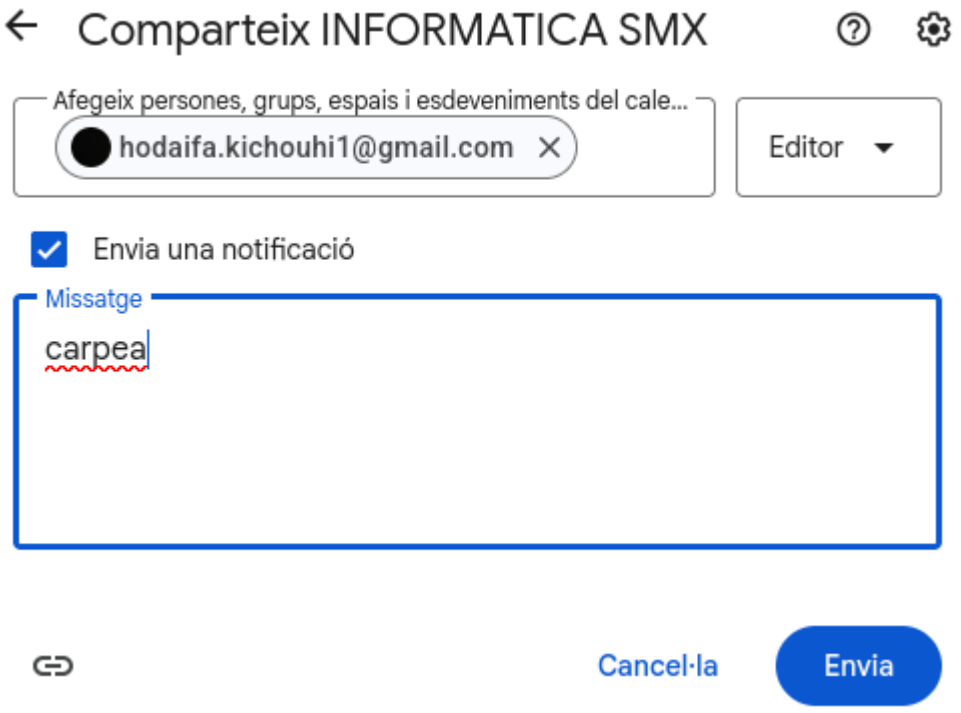
I li dones a â??Comparteixâ?•

Comparteix

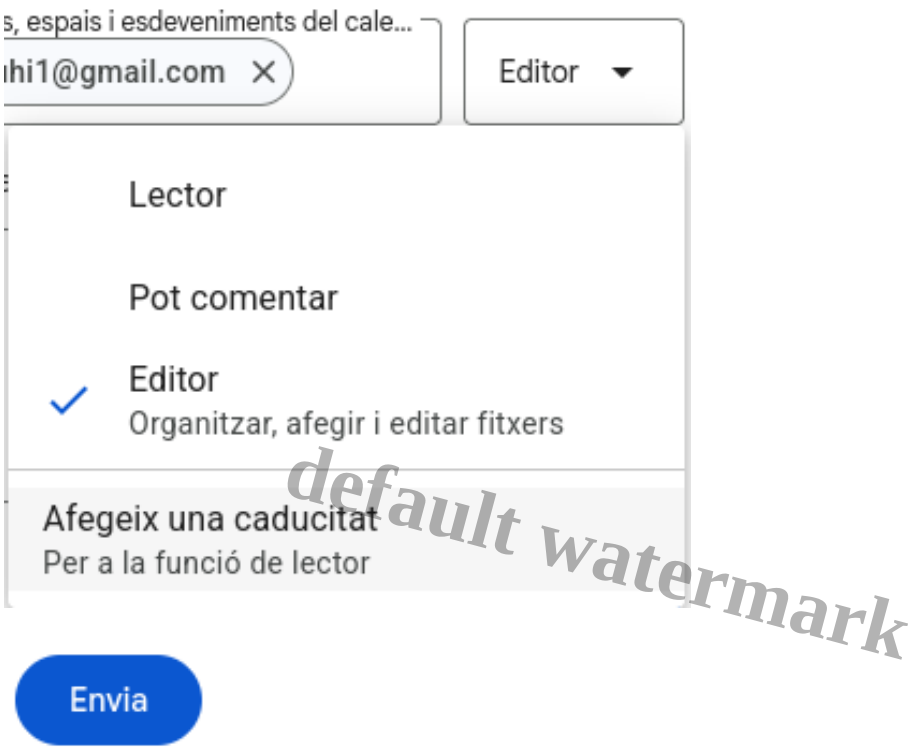


default watermark

I escrius el GMAIL de la persona que vols que pugui veure la teua carpeta



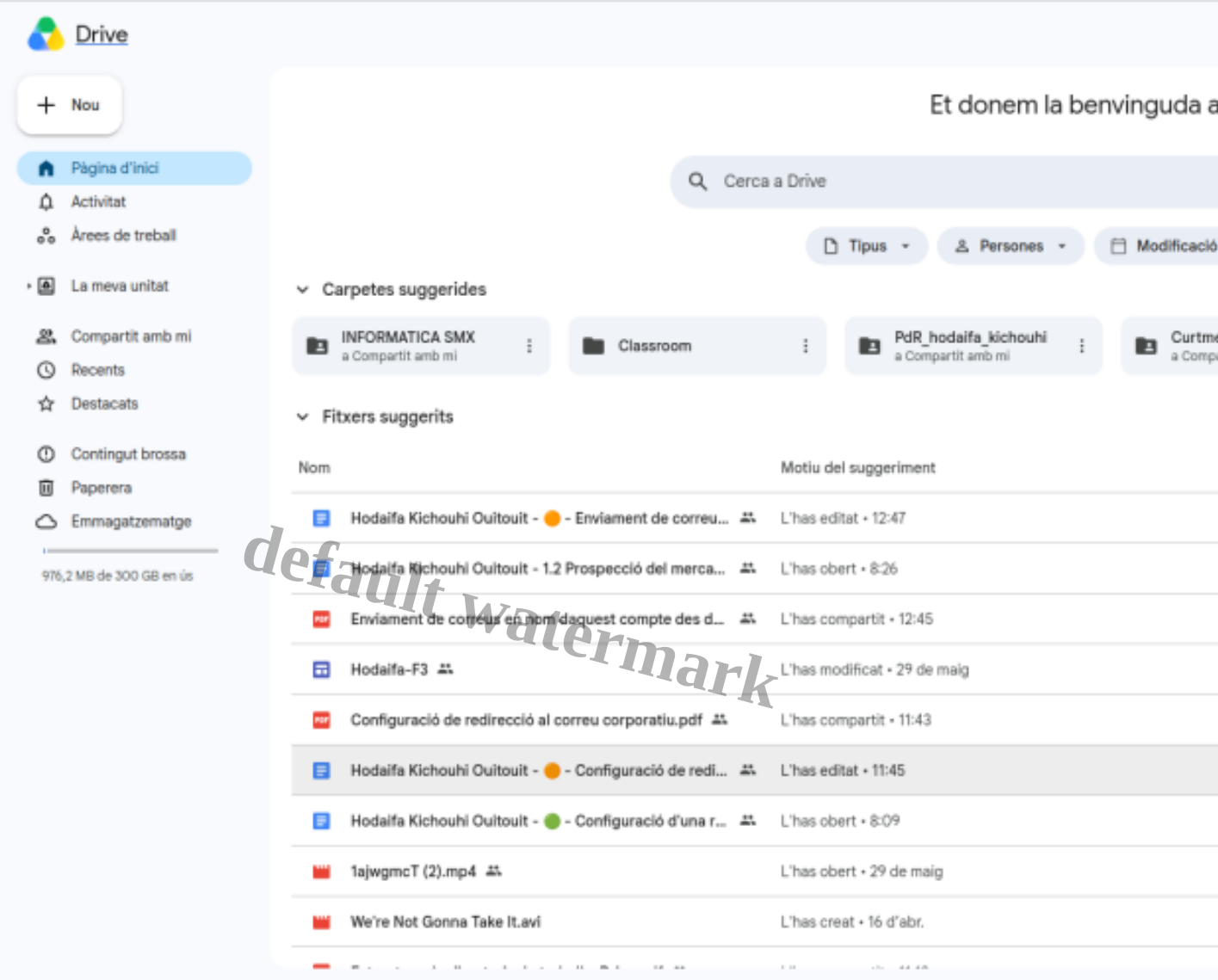
I si li dones a â??Editorâ?• pots escollir de que manera pot veure la carpeta la persna escollida, perexemple pots escollir si nomes la pot veure sense poder editar. I despres de escollir li dones a â??enviaâ?•



default watermark

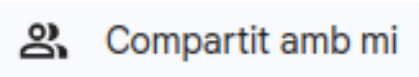
2.UNITATS COMPARTIDES

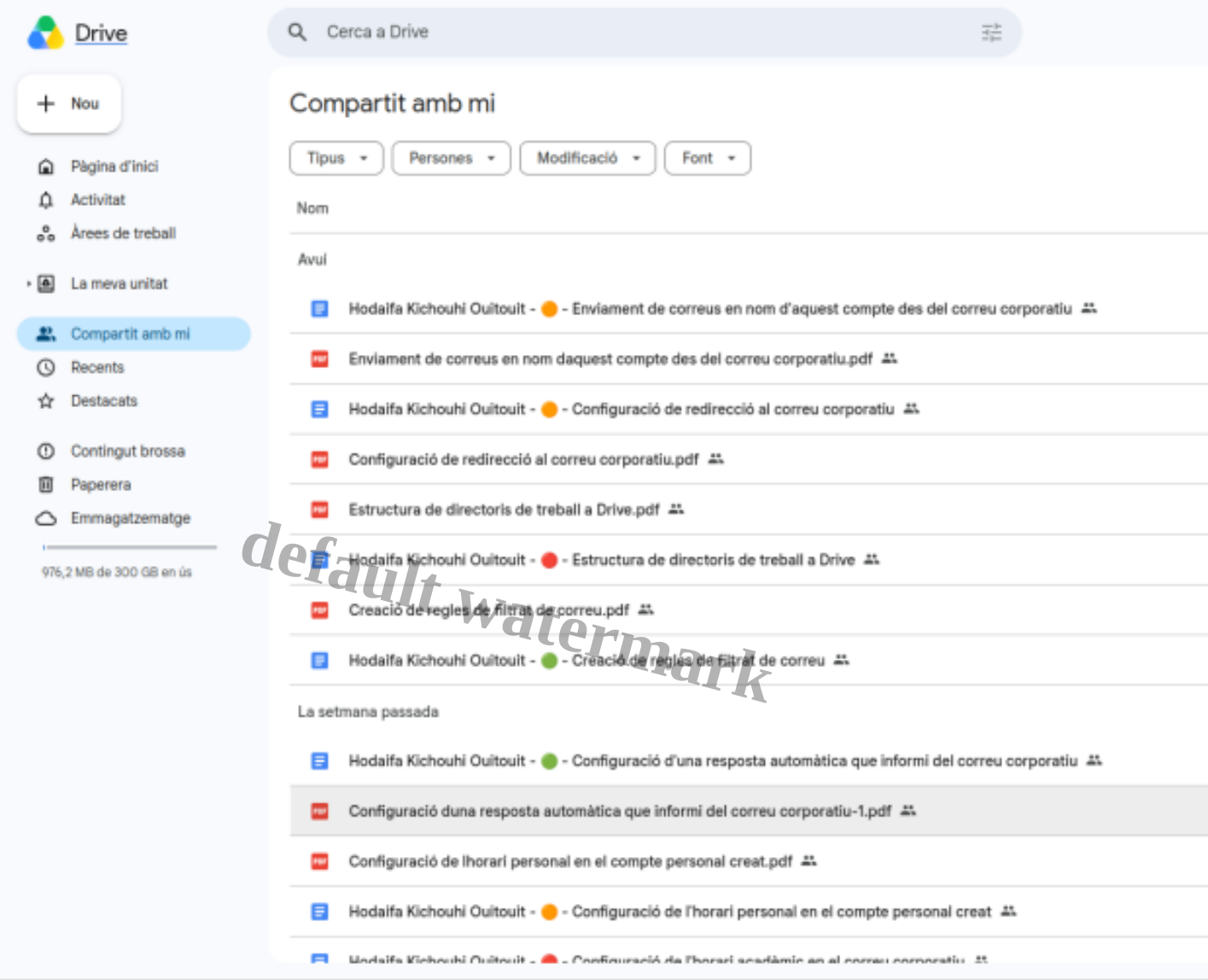
ComenÃ§em obrint DRIVE



default watermark

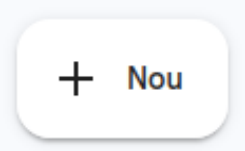
Despres li dones al apartat de â??Compartits amb miâ?•

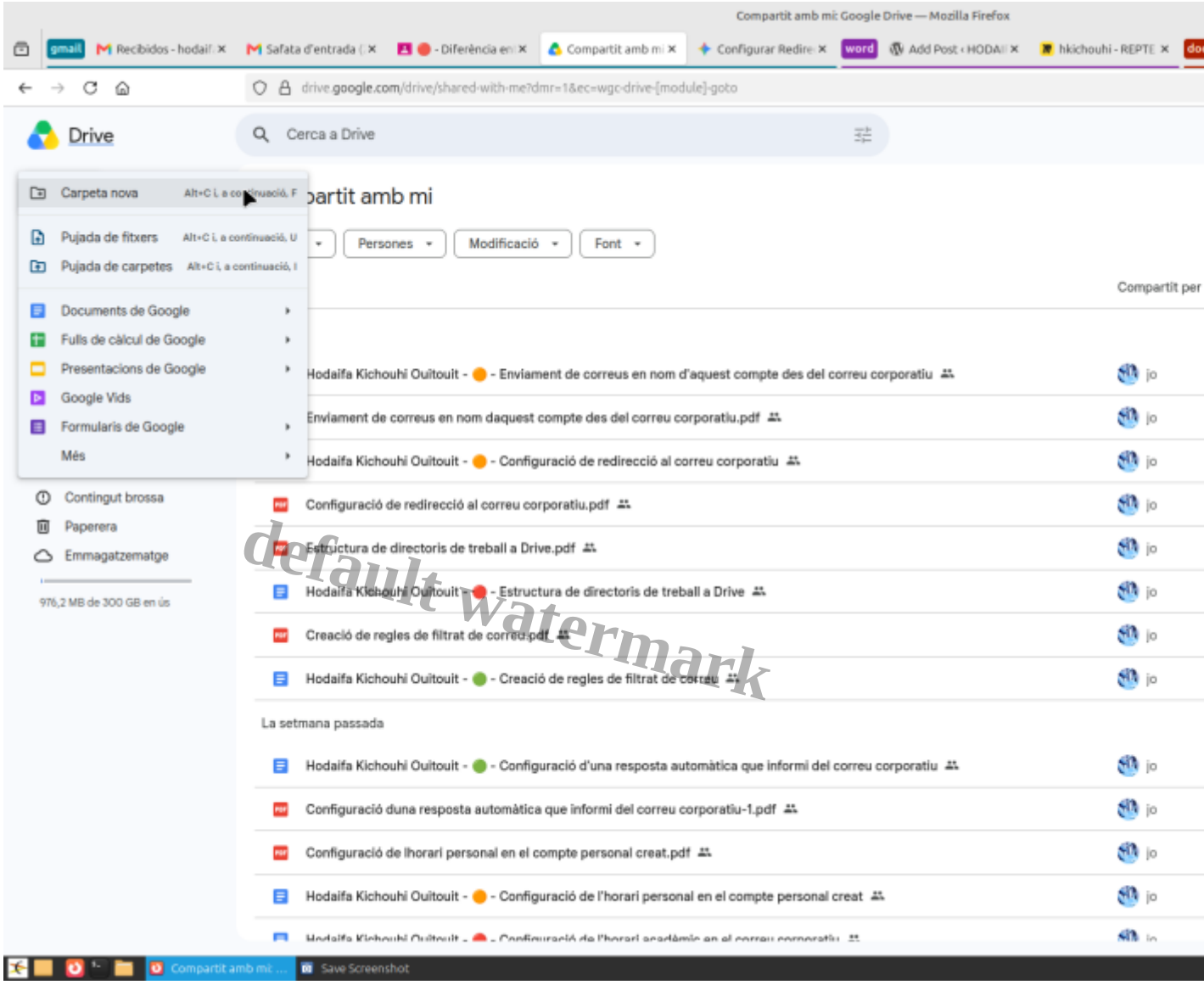




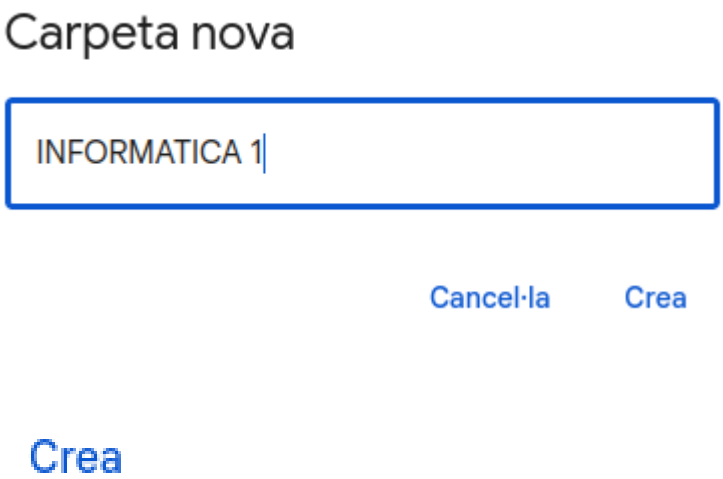
default watermark

I li donem a â??+ Nouâ?• i creas una carpeta

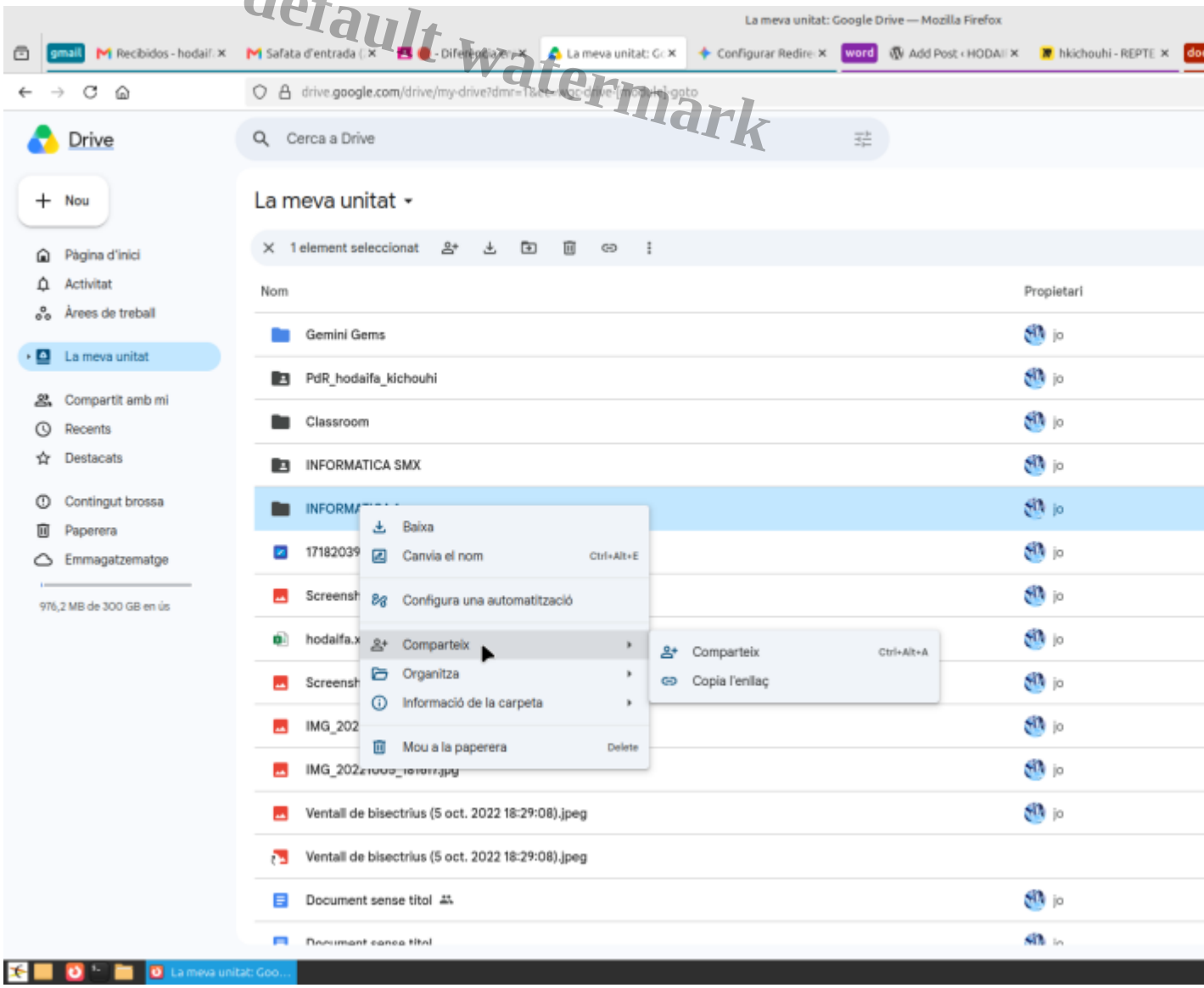




Asignes el nom de la carpeta i li dones a â??CREAâ?•



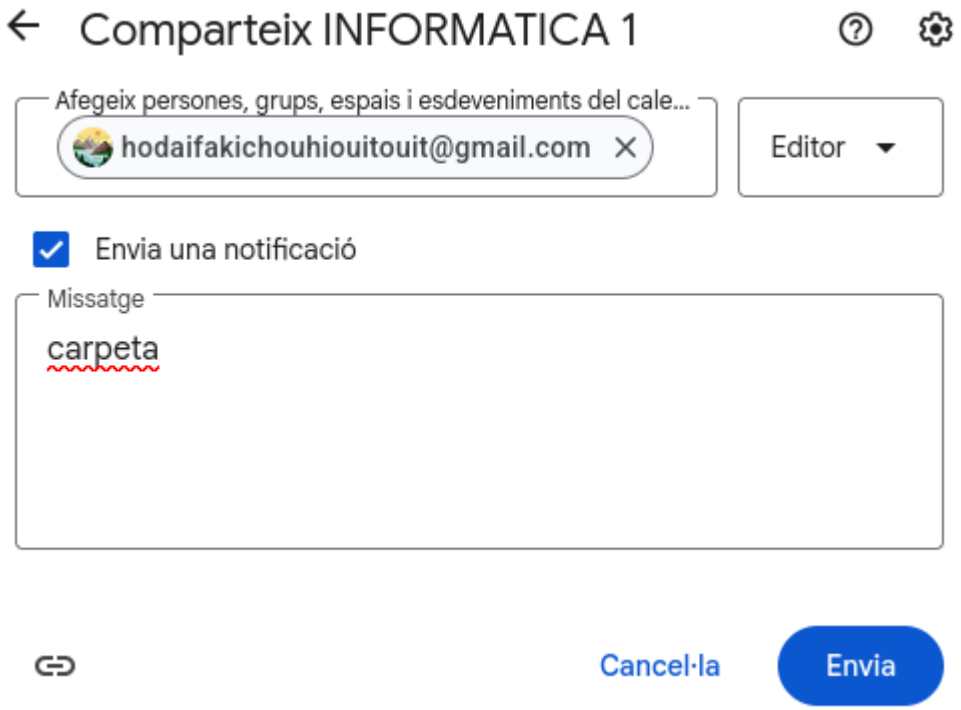
Despres fas click dret a la carpeta creada (INFORMATICA 1) i li dones a â??COMPARTIRâ?•

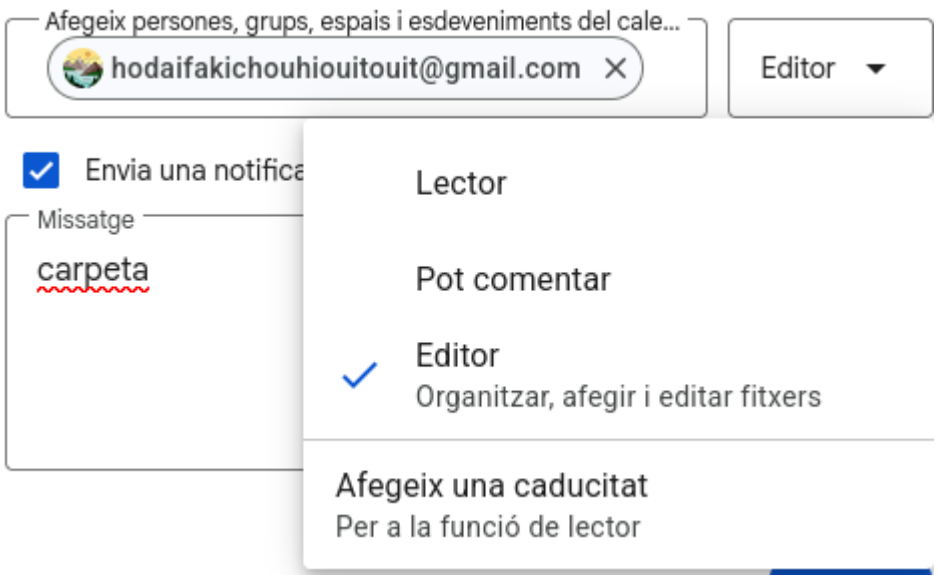


default watermark

default watermark

Seguidament selecciones a la persona que vols que estigui a la carpeta i pots modificar la forma en la que la persona seleccionada miri la carpeta posant que si la pot veure nomes sense poder editar â?¦





I finalment li dones a â??ENVIAâ?•

default watermark

DEFINICIO DE LA DIFERENCIA QUE HI HA ENTRE COMPARTIR RECURSOS I UNITATS COMPARTIDES :

Compartir un recurs : Ideal per a esborranys, apunts o fitxers de treball individual que nomÃ©s vols ensenyar puntualment. El document Ã©s 100% teu i desapareixerÃ si tanques el teu compte.

Unitat compartida: Ideal per a projectes dâ??equip, carpetes de departament que no poden desaparÃ¨ixer mai. Els fitxers sÃ³n de lâ??organitzaciÃ³ i es mantenen intactes encara que un company sorti del lloc.

Date Created
September 29, 2026
Author
hkichouhi