

# Drive (Docs, Sheets, Slides, etc)

## Collaboration - Sharing Files/Folders

No more forwarding attachments back and forth! Google makes it easy to share files and folders with people within your organization. You can even work on the same file at the same time and see changes being made in real time! Learn more with the articles and videos below.

- [Sharing Files and Folders \(article\)](#)
- [Working on a File at the Same Time \(article\)](#)
- [Working on a File at the Same Time \(video\)](#)
- [Suggest Edits to a Document \(article\)](#)
- [Suggest Edits to a Document \(video\)](#)

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