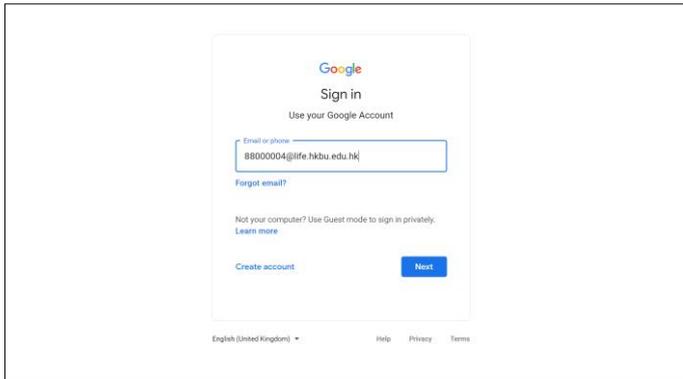
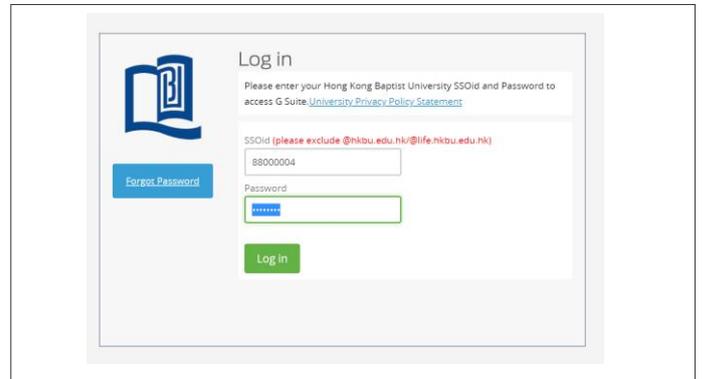


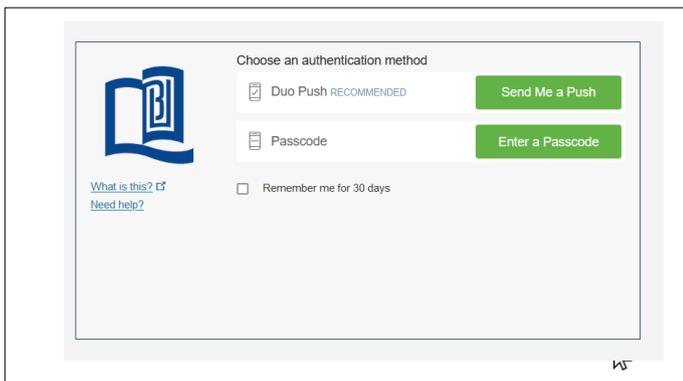
## Back up Google Drive from Google Takeout Download the export files from Google Takeout



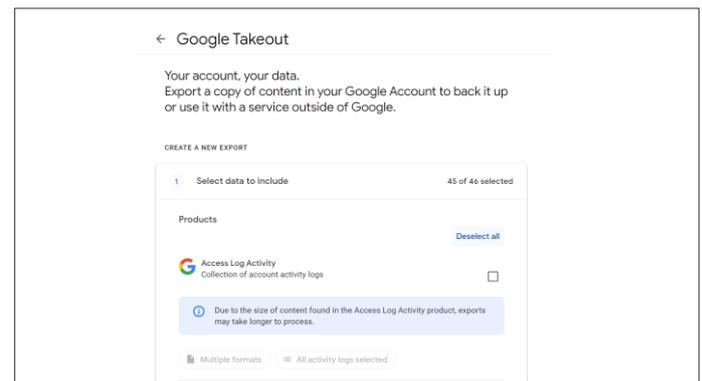
**1** Go to “takeout.google.com” and log in your gmail account with password



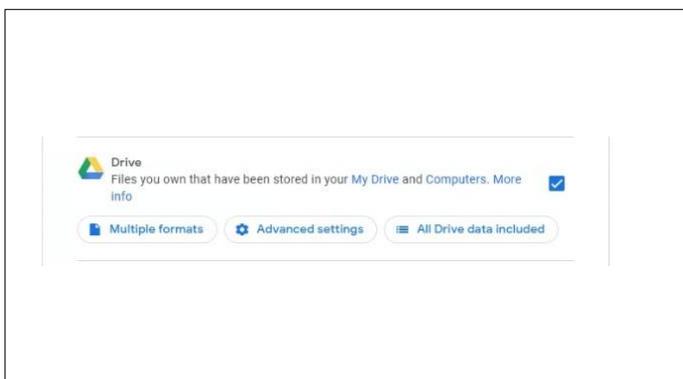
**2** Enter your SSOid and password



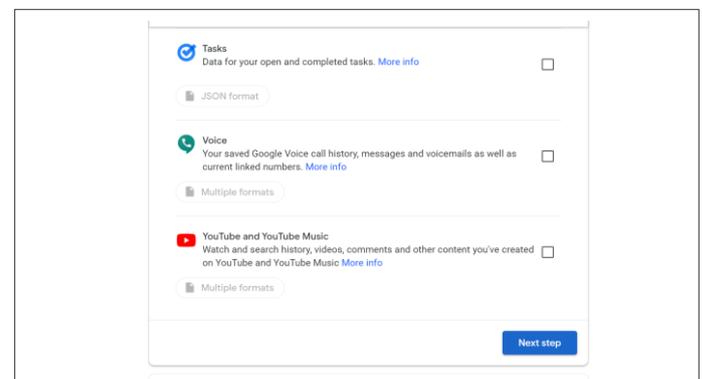
**3** Enter your passcode if authentication required



**4** Click “Deselect all”

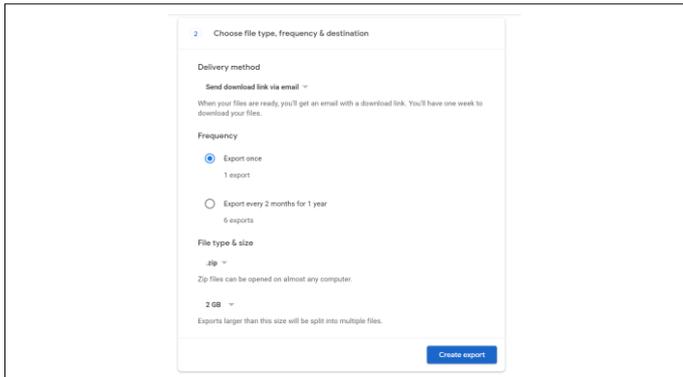


**5** Select Drive

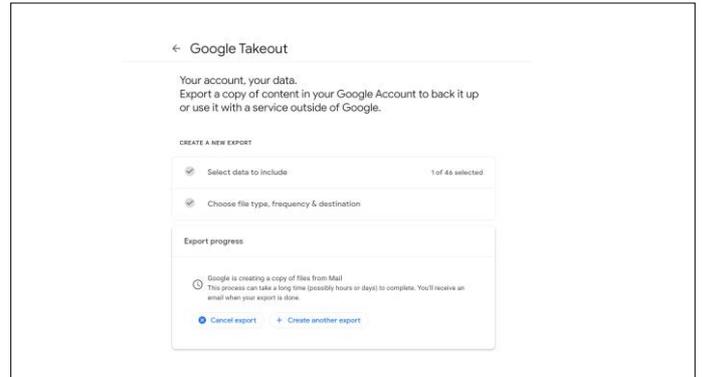


**6** Click “Next step”

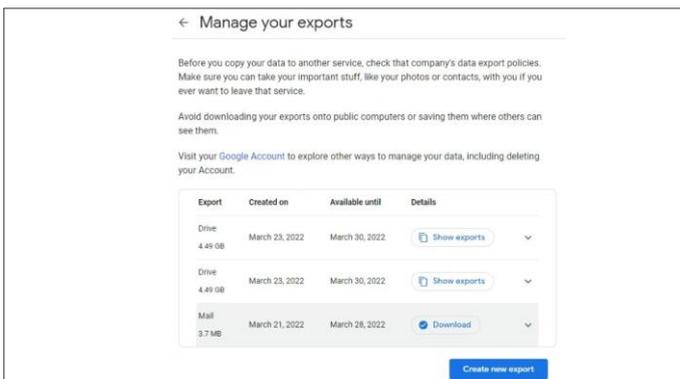
## Back up Google Drive from Google Takeout Download the export files from Google Takeout



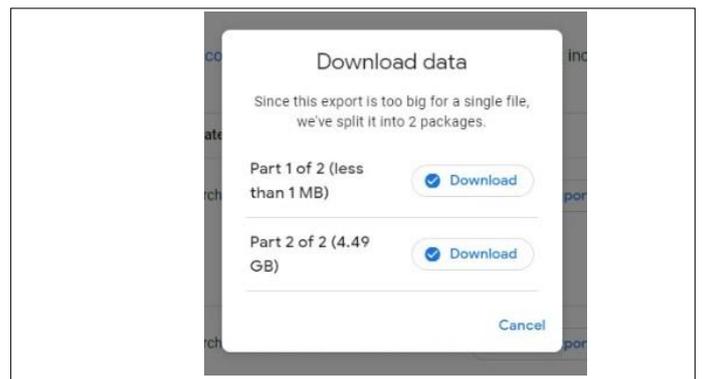
**7** For the Frequency session, select “Export once”, then click “Create export”



**8** Google is creating the copy from Mail. The process may take several hours or days. If the copy is done, you can download from existing page or by email



**9** Click the “Show exports” .



**10** Click “Download” to download your data.