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Other files, like Word docs or .pdf files, open in their default programs on your computer. Tip: If your Drive and "My Drive" folder is empty, you can't find the "Shared Drives" or "Other Computers" views. Customize your Drive for desktop settings Improve your Drive for desktop experience with Advanced Settings. You can: Customize sync preferences. Enable or disable real-time presence with Microsoft Office. Customize Google Photos settings. Customize general settings, such as automatic launch, hotkeys, and proxy settings. Learn how to customize you Drive for desktop settings. Open files & folders offline Search for your Drive files To find your files in Drive, search in Drive for desktop. When you search in Drive for desktop, rather than in Windows Search or macOS Spotlight, it ensures that your search includes all files from the Drive streaming location. On your computer, open Drive for desktop. Click Search. Enter your search terms. Tip: You can use the same advanced searches as in Drive web. Open your file. If the file is on your computer, it opens with the associated application. Otherwise, it opens in Drive web. Tip: To open the search window you can also use the search hotkey combination. Work on MS Outlook & Office files Mirroring My Drive Mirroring and streaming are two ways to sync your files. Folders from your computer can only be mirrored. Shared drives and other computers can only be streamed. My Drive can either be mirrored or streamed. When Drive for desktop is installed, the "My Drive" folder is streamed. You can update your preferences and choose to mirror or stream My Drive after installation. Learn about streaming and mirroring options with Drive for desktop. Learn how to find and fix errors in Drive for desktop In Drive for desktop, under "Activity," a "Some errors occurred" banner displays. To display the list of errors, you can either: Click the link in the banner. Click Settings Error list. Learn more about how to fix errors. Related resources SearchClear searchClose searchGoogle appsMain menu Creating a new survey is simple: Visit. Click + NEW SURVEY. In step 1 (Write questions), select the appropriate question type(s) and write your question(s). Click CONFIRM. In step 2 (Pick audience), name your survey and select your target audience. Click CONTINUE. In step 3 (Confirm survey), review your survey questions and purchase responses. You also have the option here to adjust the survey frequency. Click BUY NOW or START TEST* if your survey has screening questions. Your survey is sent to our team for review and you receive a confirmation email once it has been started. You receive another email with a link to your results once your survey is completed. You can start seeing results once your survey is approved and data is processed, which usually happens in a matter of hours. *If you use screening questions, an audience test is required and the minimum incidence rate is 5%. Survey creation frequently asked questions Expand all Collapse all How can I target the appropriate audience with my survey questions? When Google Surveys collects responses from the "general-Internet audience," it uses published Internet-population data sets for the target-population distribution. For example, when targeting United States, the United States government's Current Population Survey (CPS) Internet Supplement is the target population distribution. For details, see our methodology overview. Note that our audience incomes are the median income of the areas we surveyed. You can target questions based on inferred demographics (age, gender, or geography) from the first step of the survey-creation wizard. For custom audiences such as dog owners or people who play golf, you can use screening questions that let you screen respondents to ensure that they are in your target audience. A screening question can be any non-binary, multiple choice question such as Yes / No / I plan to. As an example, respondents first see your screening question and then those who select "Yes" or "I plan to" answer the following questions from your survey. What types of language targeting are available? When targeting surveys to the general population in specific countries, you are required to write your survey questions in the language that's available in the country you selected. Learn more about the language availability for each country. Survey translation Google Surveys does not provide any survey-translation services. All surveys must be written and submitted in the language that the survey is targeting. Surveys are not automatically translated. Where will my survey questions appear? Questions appear throughout sites in our publisher network in order to get a representative sample of respondents. Users complete survey questions in order to access high quality content around the web, and publishers get paid as their users answer. Google and many publishers want to protect their readers' privacy and ensure that any proprietary data they have about their readership is not exposed, so we do not supply a list of the sites where individual questions run. Can I create matrix-grid-type questions? Google Surveys does not support matrix questions, or grids with response categories along the top and a list of questions down the side, which often prompt participants to abandon surveys (Brecko, Carstens; 2006). Instead, we suggest that you break out each row of a matrix question into its own separate multiple choice or rating question. This way, respondents can focus on each question and provide more accurate answers. Learn more about our available question types Post to the help community Get answers from community members

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