How do I start using Google Keep?

Tell Me

<table>
<thead>
<tr>
<th>Open From a Google Doc</th>
<th>Go Directly to Keep</th>
</tr>
</thead>
</table>
| 1. Log into your UNC Charlotte Google account and open a Google Doc  
2. Go to Tools > Keep notepad | 1. Go to keep.google.com  
2. Log into your University Google account by entering your UNC Charlotte email address |
| | |
| 3. The window for Keep will open on the right side of your document | 3. Click Next  
4. Enter your NinerNET credentials and click Log In |
| | |
| 4. You can click the boxed arrow icon to open Google Keep | |
| 5. You'll be taken to the Keep homepage where you can add notes, search for notes, and more | 5. You'll be taken to the Keep homepage where you can add notes, search for notes, and more |

Note

If you use the Keep mobile app, you can store notes and thoughts then easily copy/paste them into your document.

Related FAQs

- What Google Apps are available at UNC Charlotte?
- How do I request a Google Consumer App be made available to UNC Charlotte?
- How do I add the G Suite Training Extension for Chrome to my browser?
- How do I update my password for my UNC Charlotte Google account on my Android device?
What is G Suite (formerly Google Apps) and how do I log in?