

Check out Google Templates!

Templates are available for *Docs, Sheets, Drawings, Slides and Forms*.

Below are the instructions on how to access templates from Docs, but this can be done from the other products too.

Not seeing what you want? Check out a full listing of templates (that is searchable) at the link below.

<https://drive.google.com/a/cardinalschools.org/templates?view=public>

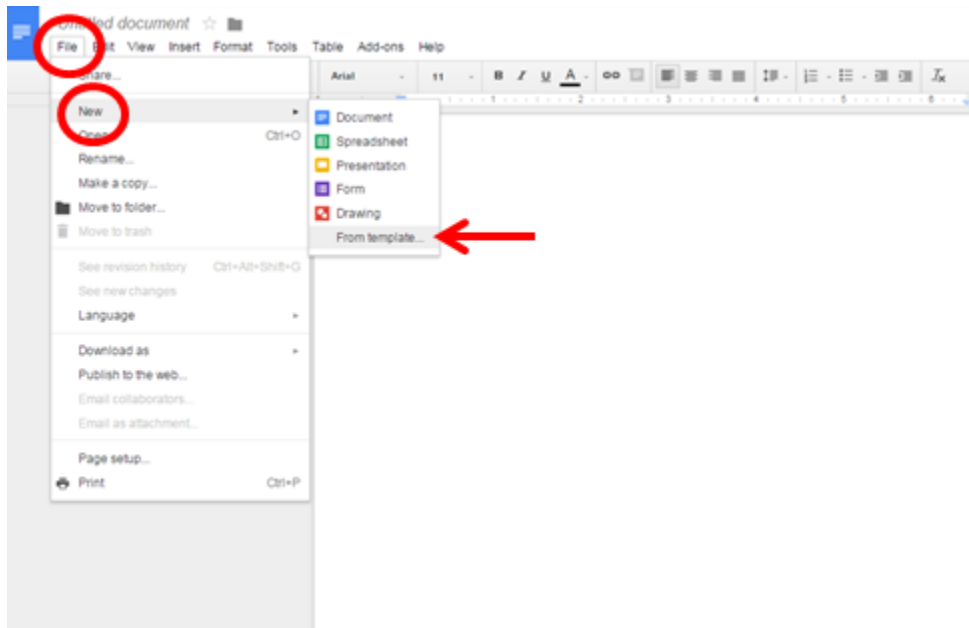
To access templates...

Open a new Google Doc

Go to **File**

Click **New**

Choose **From template**



When you find the template you want to use, click on it to open

