Google Drive Connector

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Overview

Send uploaded files from workflow responses directly to a destination Google Drive folder with the Google Drive Connector.

This connector is available as an Add-on for Team plans and higher when using FormAssembly Workflow. For those interested in purchasing this Add-on, please contact your Account Manager. If you do not have an Account Manager, please contact our Sales Team.

Requirements

To use the Google Drive Connector, a FormAssembly user must

- be part of a Team plan or higher
- purchase the Google Drive Connector Add-on for their instance
- have Content Management user permissions enabled for their login
    - specifically, the Google Drive Add-on must be enabled for the user account
- have a Google account
- use the connector on a FormAssembly Workflow

Note: If the user lacks the FormAssembly user permission to Google Drive but the Google Drive connector step is configured in the workflow, the connector will be skipped.

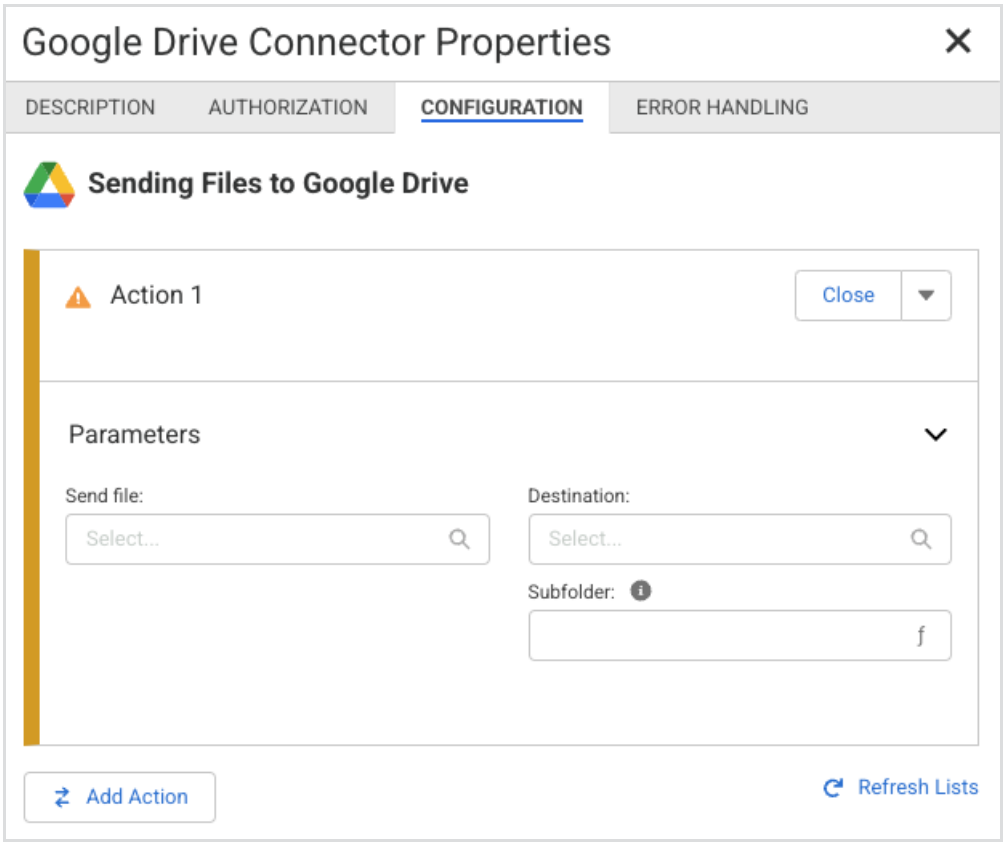
Add the Google Drive Connector to your Workflow

- Select **Add Step** and choose **Connector**
- Select **Google Drive**

Set up the Connector Properties

Refer to our Workflow-native Connectors article for general configuration information.

Configuration Tab



Send File

Select a file upload field from the dropdown

- The Send File dropdown displays a list of all file upload fields available in the workflow. Please note that the displayed list is limited to 15 lines. If the desired field is not shown in the list, type the field's name to search further.

> **Note**: For more information on file upload fields and upload size restrictions, please see this article.

Destination

Select a destination folder from the dropdown

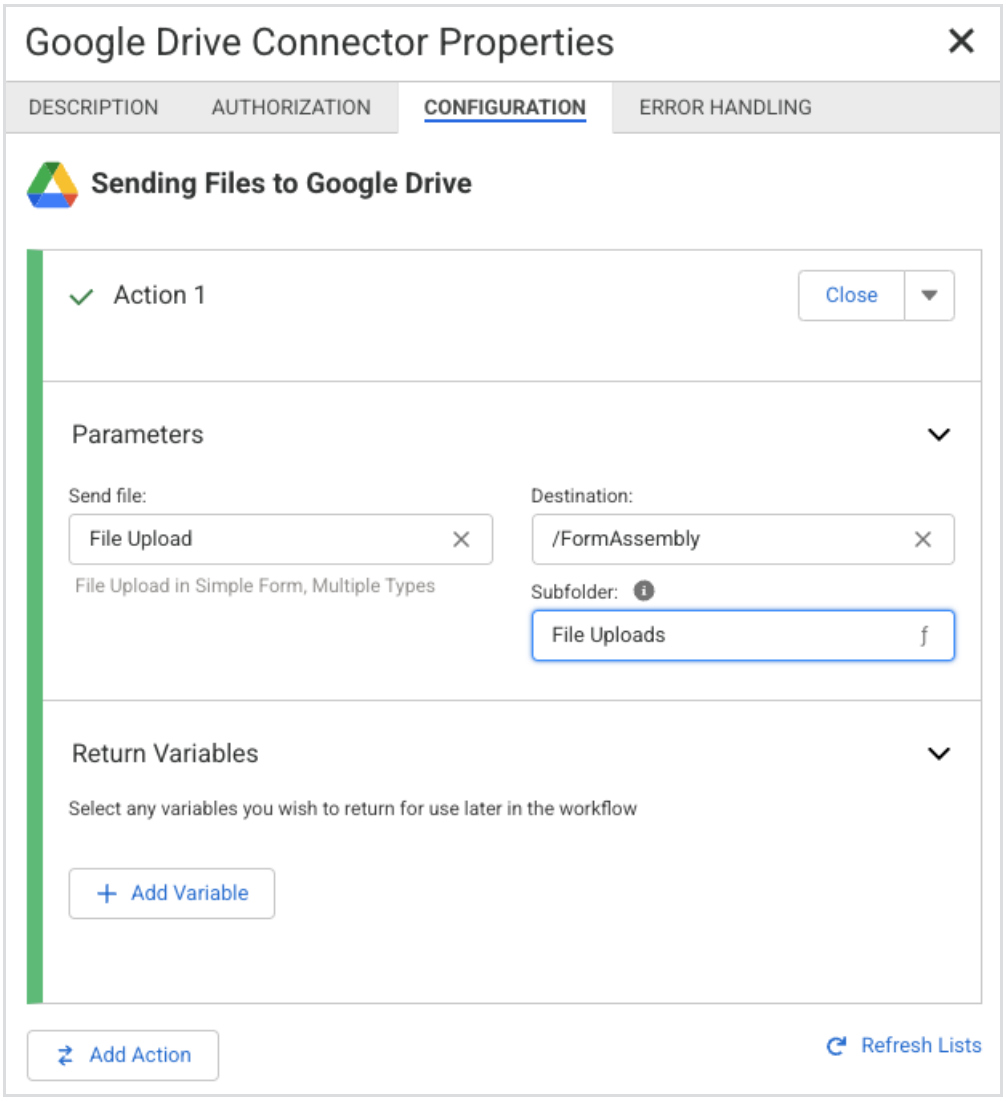
- The Destination dropdown displays a list of all Google Drive folders the authorized Google user account can access. Please note that the displayed list is limited to 15 lines. If the desired destination is not shown in the list, type the folder's name or path to search further.

> **Note:**
> - If expected folders do not appear after searching, check with your Google Drive administrator that the authorized account has appropriate permissions for the intended destination folder.
> - If the selected destination is within a Shared Drive, please note that the connector will create a folder of the same name within your My Drive rather than using the shared folder location.

Destination Subfolder (optional)

There are two different ways to utilize the Destination Subfolder configuration option. The first is to name a destination subfolder that the Send File will be sent to **statically** for every workflow response.

To do this, type in the name of a Destination Subfolder. If the named folder does not yet exist, the connector will create the folder the first time a response a workflow response is received.



The other method is to configure a **dynamic** Destination Subfolder by creating a subfolder naming convention. Using this alternative method, Send Files for each workflow response can be organized within their own folder separate from other workflow responses. This may be desirable in cases where you expect to receive workflow responses where file names are the same or are difficult to differentiate (if needed).

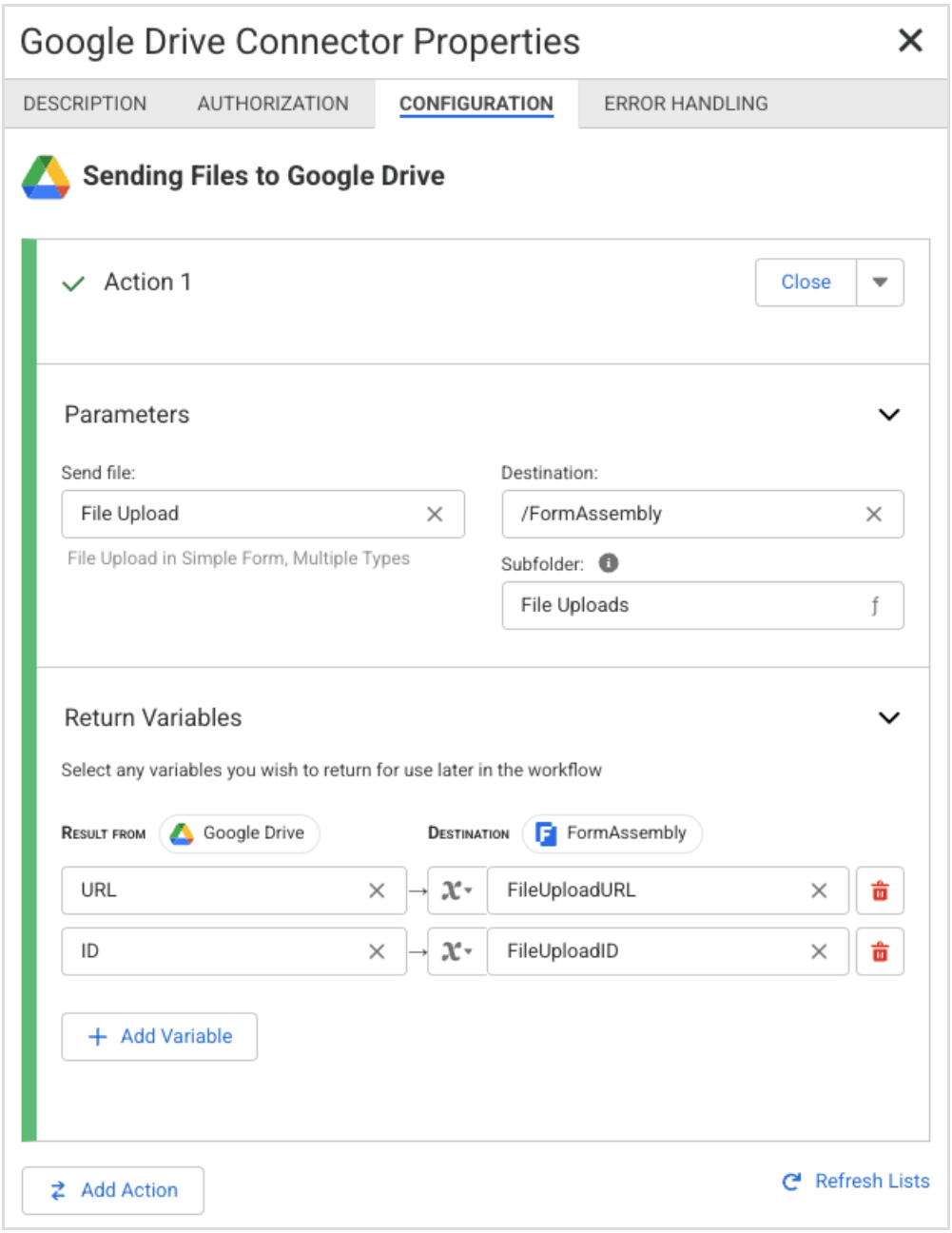
Accessing Variables to Create Dynamic Destination Subfolders

- Select the function (f) icon to open the WYSIWYG editor
- Select the alias dropdown from the toolbar to open a list of available variables
- Select an available variable from the list

For more information about variables, please see our documentation on Form Calculations.

Return (optional)

Utilize this section to capture the uploaded Send File's URL or ID within the Destination to be referenced later in the workflow. Use the Add Variable button to add one or more return variables, and complete the configuration steps to set the return variable's **Operation Result** and **Return Variable Destination**.



Operation Result

- Choose what type of Return Variable to create by selecting an Operation Result from the dropdown
  - **ID** - The ID of the file uploaded by the connector
  - **URL** - The assigned URL of the file uploaded

Return Variable Destination

- **Field** - Send the Operation Result to an existing form field in the workflow
  - Use the dropdown menu to select a text field where the Operation Result will be sent. The dropdown indicates which form each field originates from.

Note:

- When returning to a form field, the form field must exist in the **same form** as the configured Send File.
- Only fields that allow text input are listed here. File upload fields, radio button fields, checkbox fields, multi-select fields, and dropdown fields are **not** listed.

- **Variable** - Set the Operation Result as a variable that can be referenced later in the workflow

- Select an existing variable name from the dropdown or create a new custom variable.