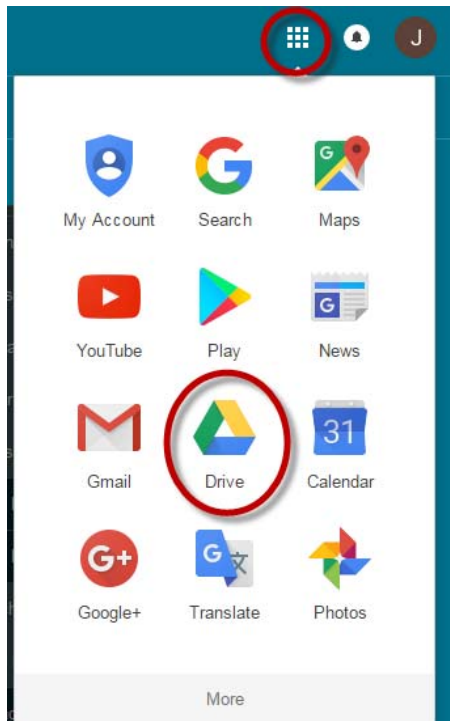


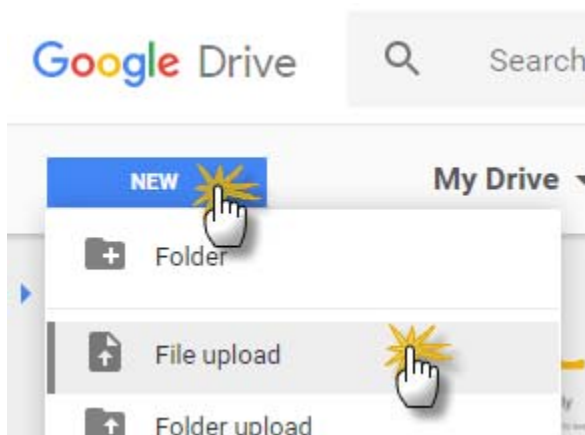
## How to upload a video for Google Docs to host and get the Embedded code to use in the listing in Flexmls.

**Step 1.** Gmail account is required. Have the agent login to it.

**Step 2.** Select the Apps icon in the upper Right corner and then choose Google Drive.



**Step 3.** Once Google Drive has loaded, select the NEW button in the Top Left corner. Then choose File Upload.

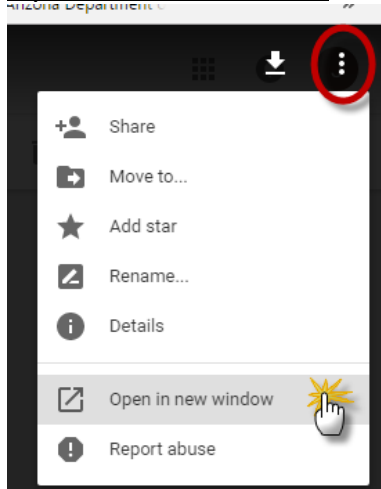


**Step 4.** Select your video, saved to your computer, and click Open.

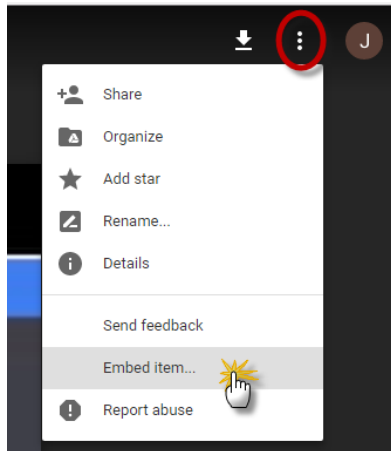
**Step 5.** Once your video uploads, you will find it in the My Drive section in the middle of your screen.

**Step 6.** Double Click on your Video in this list once it loads.

**Step 7.** Click on the 3 vertical dots on the upper right of your screen and choose Open in new window.



**Step 8.** Once the video opens a new tab, you will select the three dots in the upper right corner of your screen again and this time choose Embed item...



**Step 9.** You should get a box in the middle of your screen to pop up and inside it will have the video's embedded HTML code you can copy/paste into Flex to upload the video.

