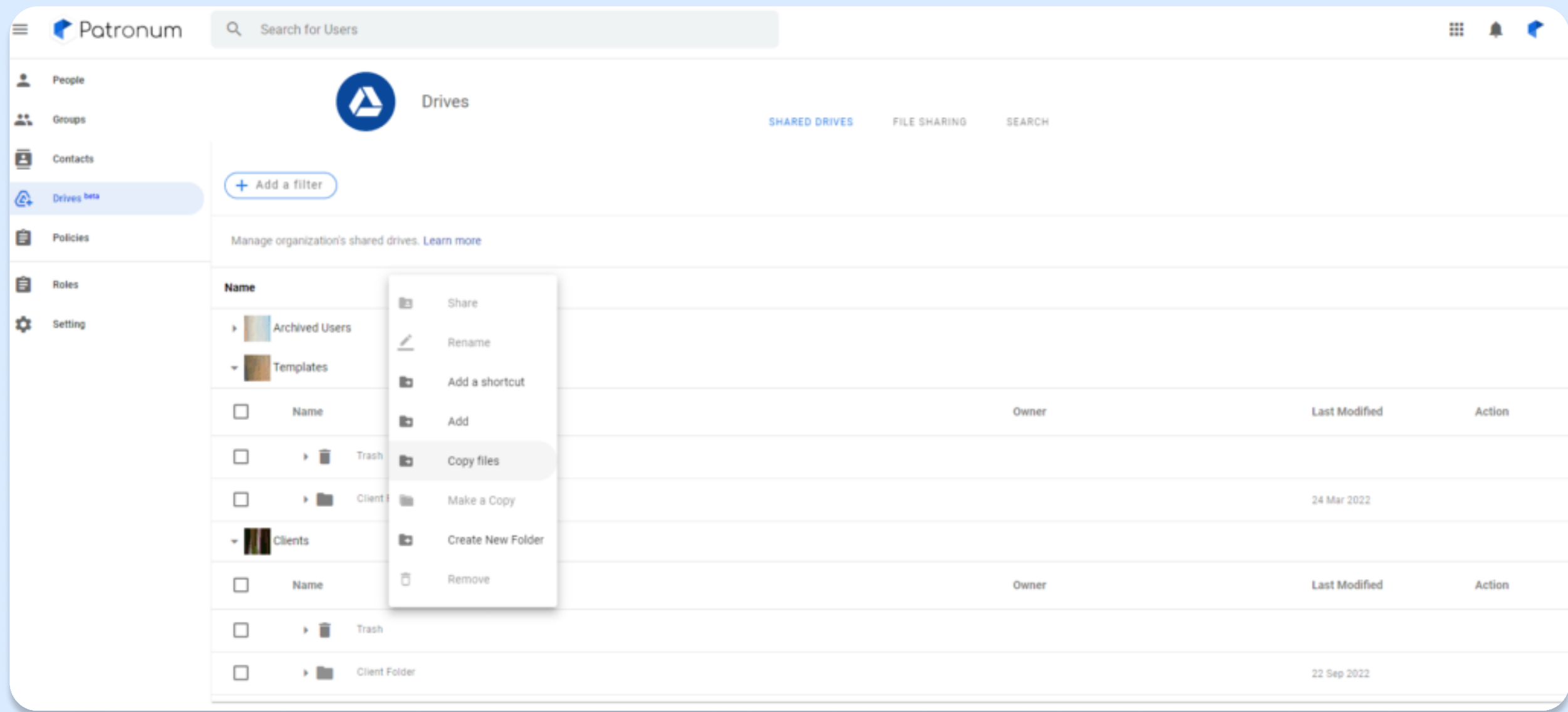


Many businesses, especially those involved in projects that include a lot of documentation, need to be able to copy or duplicate folders with the included sub-folders and files in Google Drive. Manual creation often leads to corners being cut and the folder structures not being correctly maintained. Don't worry we got you! ☺

Copy Folders in Google Drive



Within Patronum we've made it easy for Google Workspace administrators to copy a folder template hierarchy from one Google Shared Drive to another. (Watch our YouTube Video to see how it works). We recommend that organisations create a Template Shared Drive that all users have read access to, but cannot modify. This Google Shared Drive can contain all the folder templates including template docs, sheets and presentations etc.

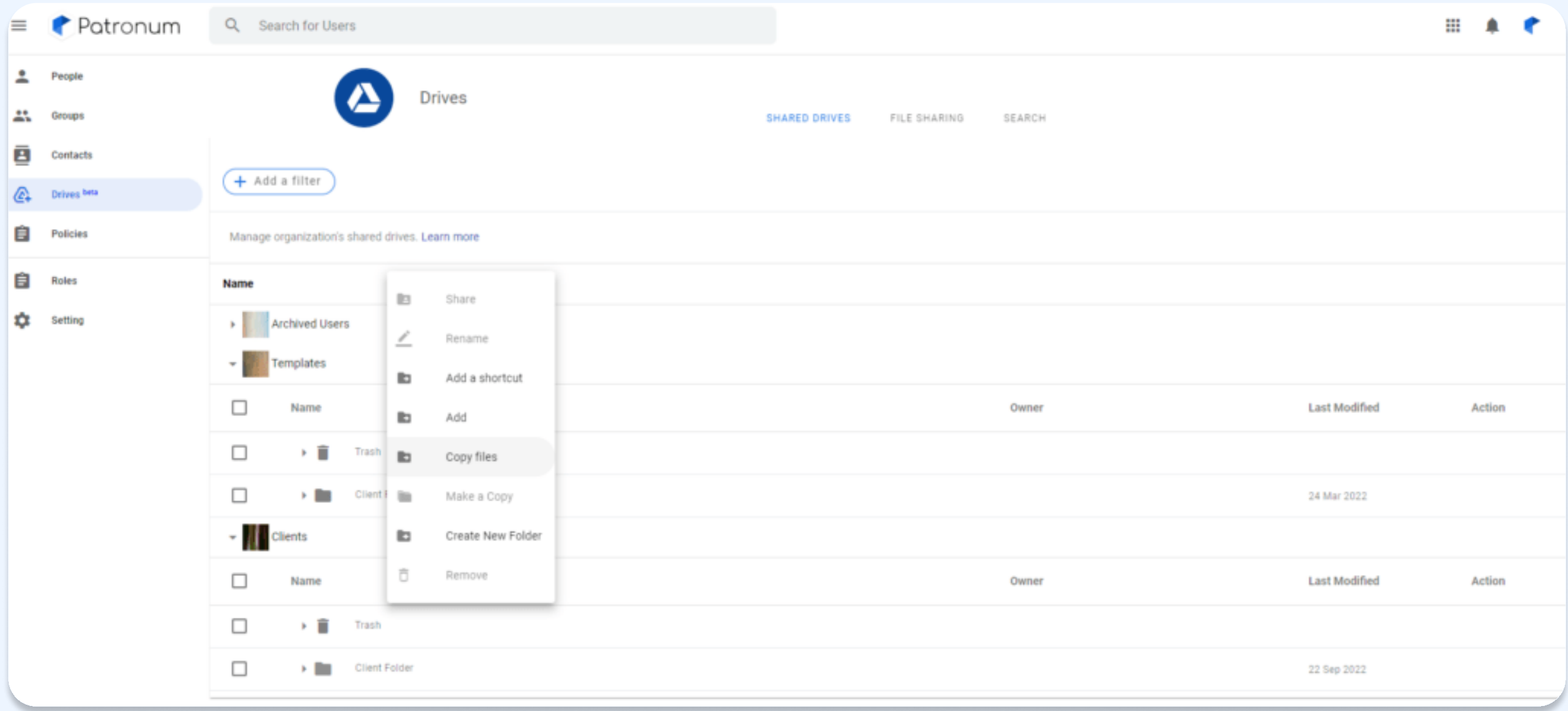
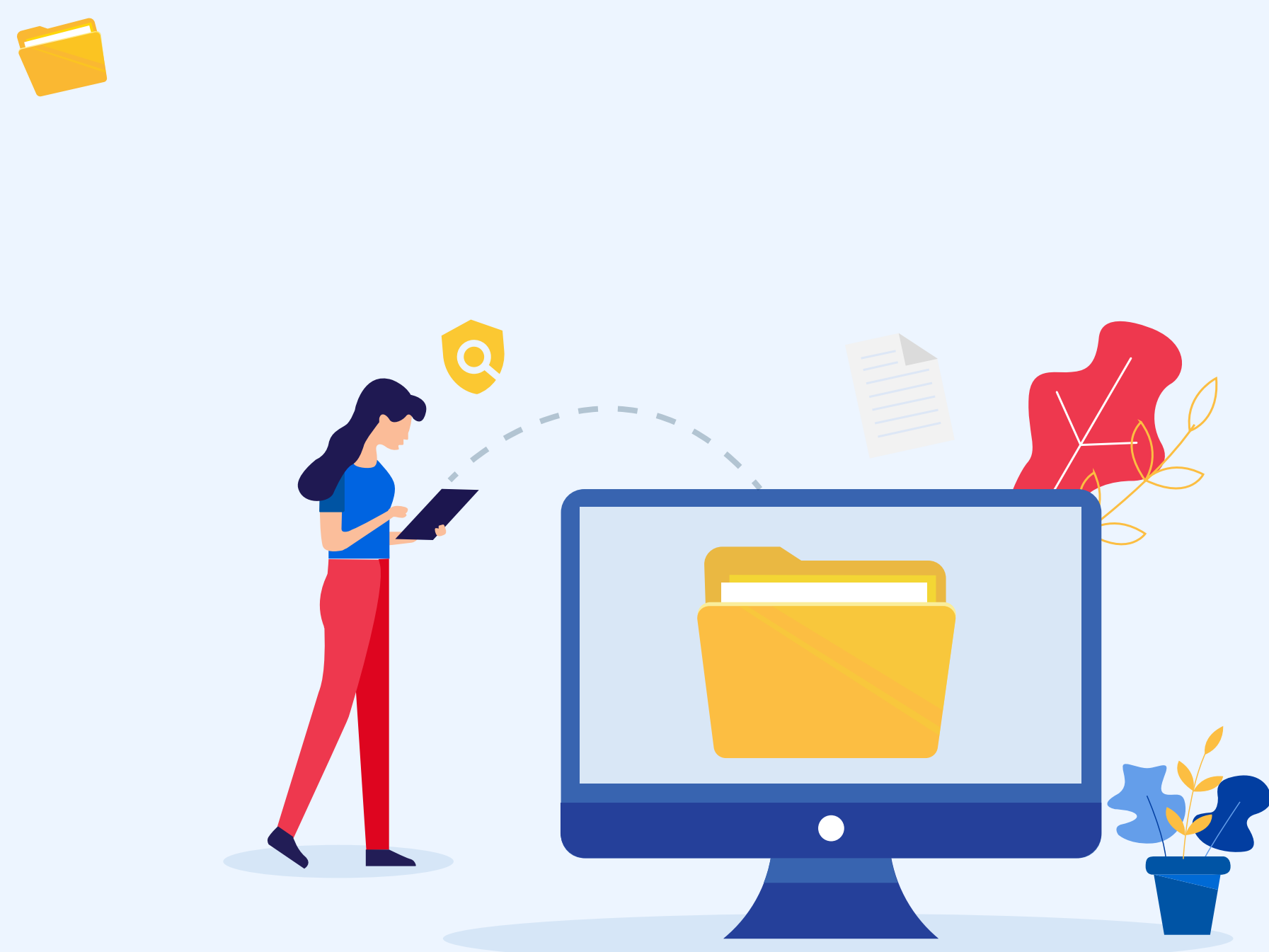


Using Patronum you can quickly take a copy of the entire folder structure whenever you have a new project that has been initiated.

Copy Folders in Google Drive via a policy



You can also use a Patronum Policy to create a copy of files and folders for new users. This is great for onboarding when you have users that need to complete certain documentation, ideal for interns or apprentices that are working within your company but also continuing with further and higher education, or have to complete specific documentation as evidence etc.



With Patronum Google Workspace administrators can fully automate many of the daily tasks their business needs allowing them to focus more and providing additional value and benefits to their organisation.

