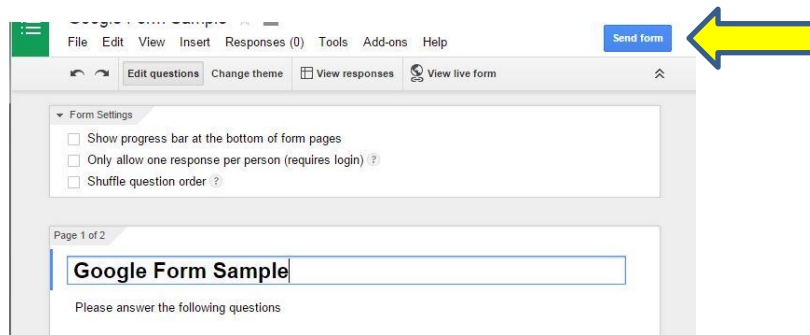


Sharing Google Forms Reference Sheet

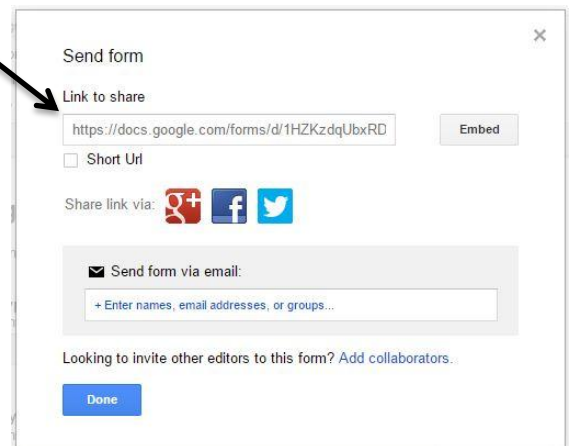
To share your Google Form in any manner:

- First click on the blue **Send form** button in the top right corner.
- Then follow the particular directions in the following sections for each option.



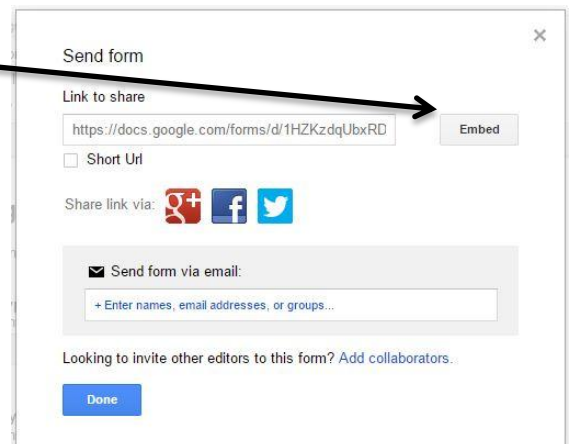
To send by link:

- Copy and paste the Url given in **Link to share** field
 - Click Short Url checkbox for a shorter Url that is easier to share.

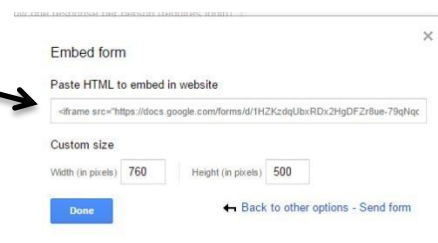


To embed in a website:

- Click on **Embed**

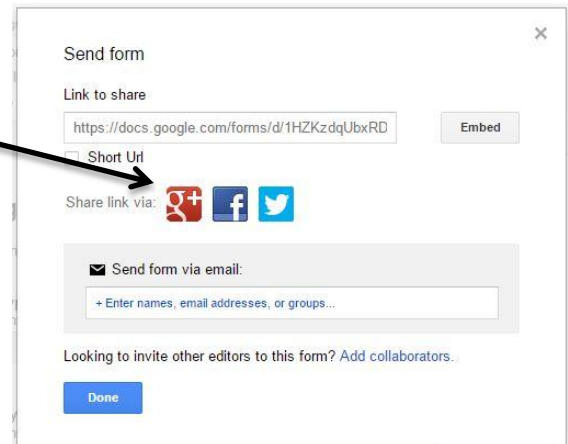


- Paste the given HTML into the website



To post to social media

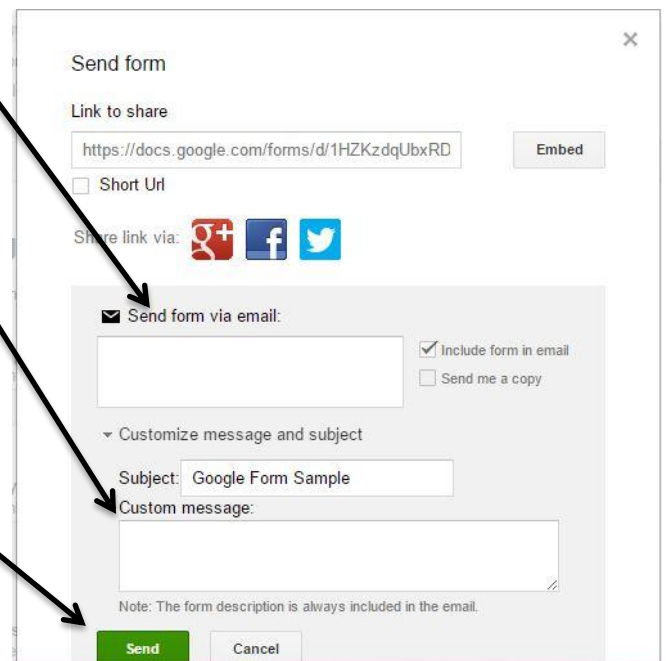
- Click on the social media platform logo that you would like to share your link on.
 - Supported platforms:
 - Google +
 - Facebook
 - Twitter
- Follow the prompts to login to your account and post the link.



The screenshot shows the 'Send form' dialog box. At the top, there is a 'Link to share' field containing the URL 'https://docs.google.com/forms/d/1HZKzdqUbxRD' and an 'Embed' button. Below this is a 'Short Url' checkbox. The 'Share link via:' section features icons for Google+, Facebook, and Twitter. A 'Send form via email:' section is also visible, with a checkbox checked and a text input field containing '+ Enter names, email addresses, or groups...'. At the bottom, there is a 'Done' button and a link to 'Add collaborators...'.

To share by email

- Enter email addresses in **Send form via email** field
 - You may include the form directly in the email
 - You may send yourself a copy of the email
- You may write a custom message to send to the recipients
- Click the green **Send** button.



The screenshot shows the 'Send form' dialog box with the 'Send form via email:' section expanded. The 'Send form via email:' checkbox is checked. Below it is a text input field for email addresses. To the right, there are two checkboxes: 'Include form in email' (checked) and 'Send me a copy' (unchecked). The 'Customize message and subject' section is also expanded, showing a 'Subject:' field with the text 'Google Form Sample' and a 'Custom message:' text area. At the bottom, there is a green 'Send' button and a 'Cancel' button. A note at the bottom reads: 'Note: The form description is always included in the email.'