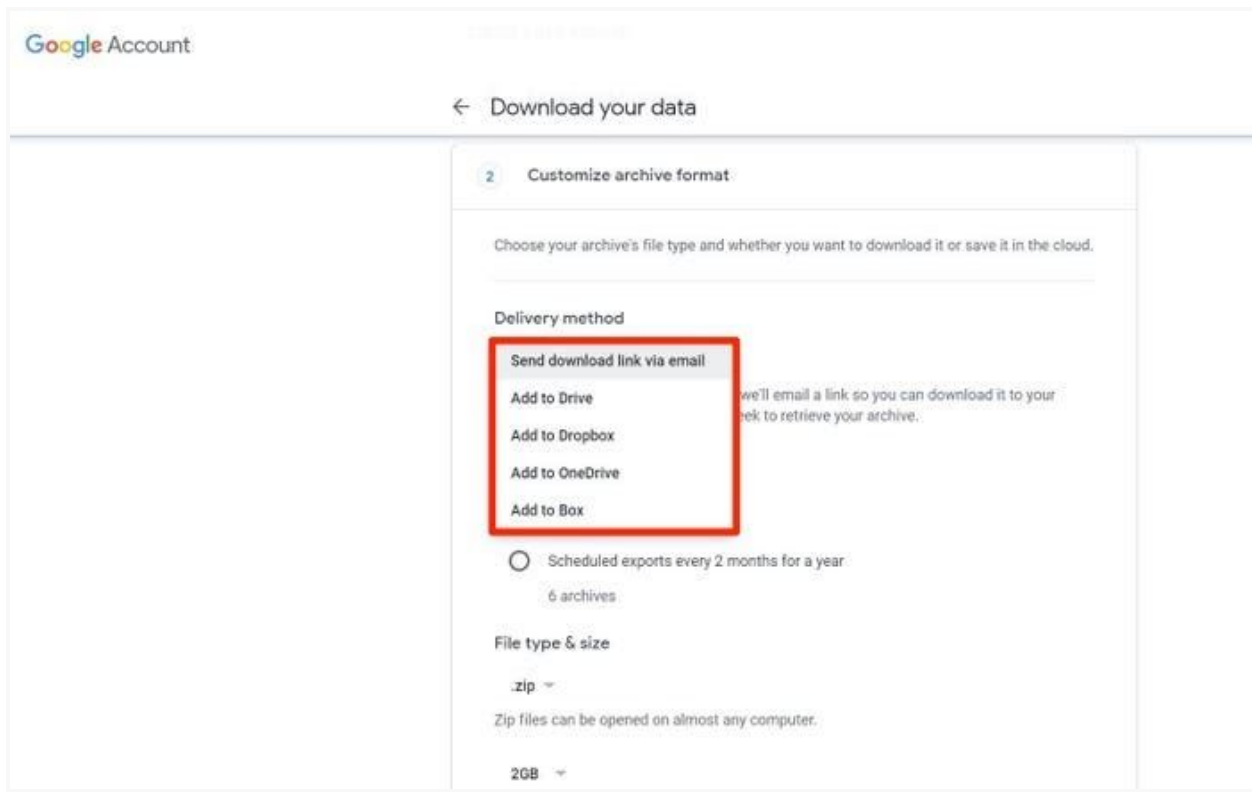


How to use Google Takeout to download your Google data

Source: <https://www.businessinsider.com/what-is-google-takeout>

Retrieved: 5/22/2020

1. Go to [the Google Takeout settings page](#) and check all the services that you want to save data from. It's a very long list.
2. Choose your preferred method of downloading the archive. This can be a download link sent to an email address, or a file added to your Drive, Dropbox, OneDrive or Box account.



If you ask to have your data sent to a non-Google service, you'll be sent an email with a link to your data on that service.

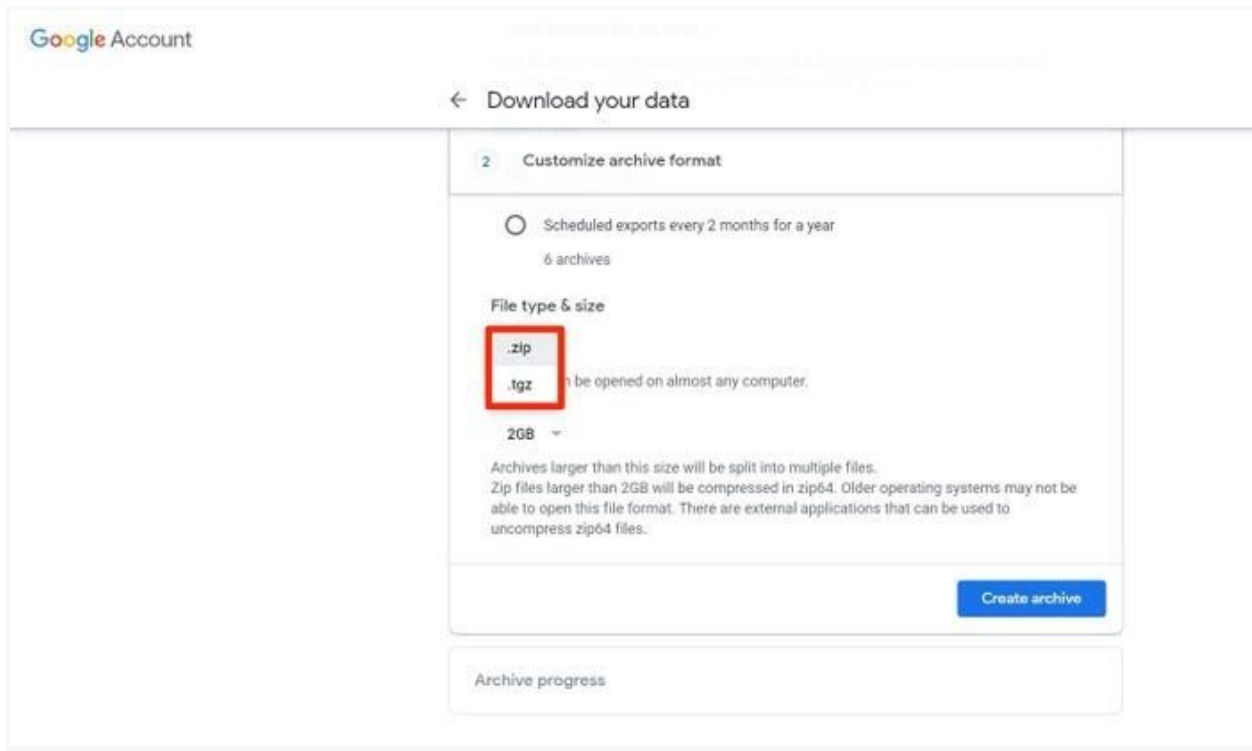
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3. Select whether you prefer this to be a one-time archive, or a recurring process. Setting this to be a recurring process means you'll receive updated backups every two months over the course of a year.

4. You'll be asked if you prefer the archive to be compressed into .zip or .tgz filetype — in nearly all cases, you'll want to take the .zip file — and how large you want your backup files to be. If there's too much data to fit into the size you've set, Google will make multiple backup files to fit everything.



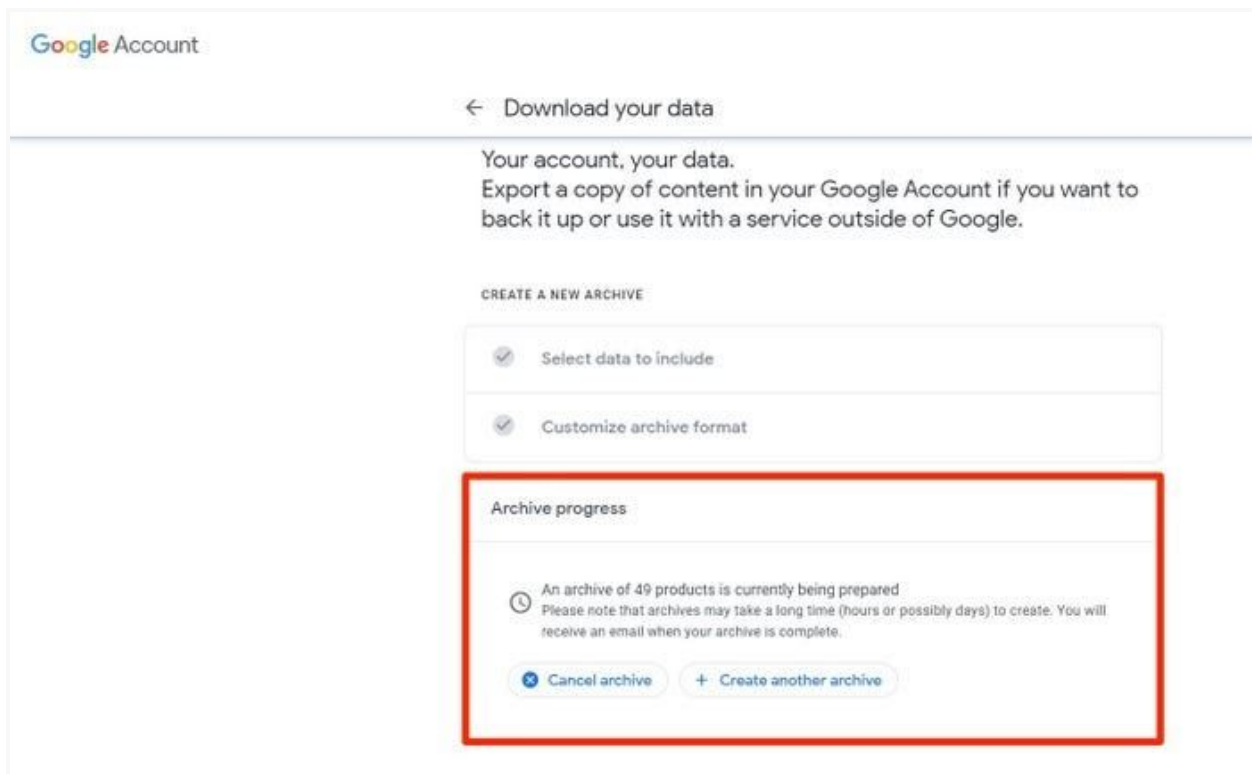
You might need additional software to open a .tgz file.

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5. Google will begin archiving your data, and send it to you in the way you selected. This process can take a while, depending on how much data you're backing up.



The completion message will tell you that the archive process can take hours, or even days, to complete.

And that's it!