

# Google Work Profiles

The idea behind a work profile is to separate your work data and personal data. This makes any Drew data safer (in Drew's eyes) and non-Drew data more private (in your eyes). Google documentation can be found here: [What is a work profile?](#)

Google work profiles are, according to that article, available on devices running Android 5 or later; some steps will only work on Android 9.0 and up. The availability, based on our experience, may also be dependent on the phone manufacturer.

## Getting Started

Add your Drew Google account to your phone.

See [Connecting Your Mobile Devices to Google Apps](#).

Once you are prompted to set up a work profile:

1. Click **Agree**.
2. Wait while your phone creates your work profile.
3. Wait while your phone registers your work profile.
4. Once the profile is set up, you will be brought back to the Manage accounts page.

## Adding Apps to your Work Profile

*Some of these steps will be slightly different depending on your device and manufacturer.*

1. Swipe up from the bottom of your screen to the top.
2. Tap the "Work" tab.
3. Open the Play Store app with the briefcase app (which indicates that it is on your work profile).
4. Install the apps you want to use with your Drew account.
  - a. Suggested apps (which vary depending on your role at Drew, of course) include Chrome, Gmail, Google Calendar, Google Chat, Google Drive and any of the Drive apps you use (Docs, Sheets, Slides)

When you want to open one of these apps, you have to swipe up and tap "Work" to get back into the Work Profile section.

## Additional Information

- [Pause or turn on your work profile](#)
- [Control work profile notifications](#)
- [Connect your work and personal apps](#)