Automatically Uploading Google Vault Exports to a Shared Drive for the First Time

Google Vault · https://gatlabs.com/knowledge/tech-tips/automatically-upload-your-google-vault-exports-to-a-shared-drive-first-time/

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Google Vault is an information governance and eDiscovery tool for Google Workspace. As a core service, it empowers you to select which content to preserve within your domain.

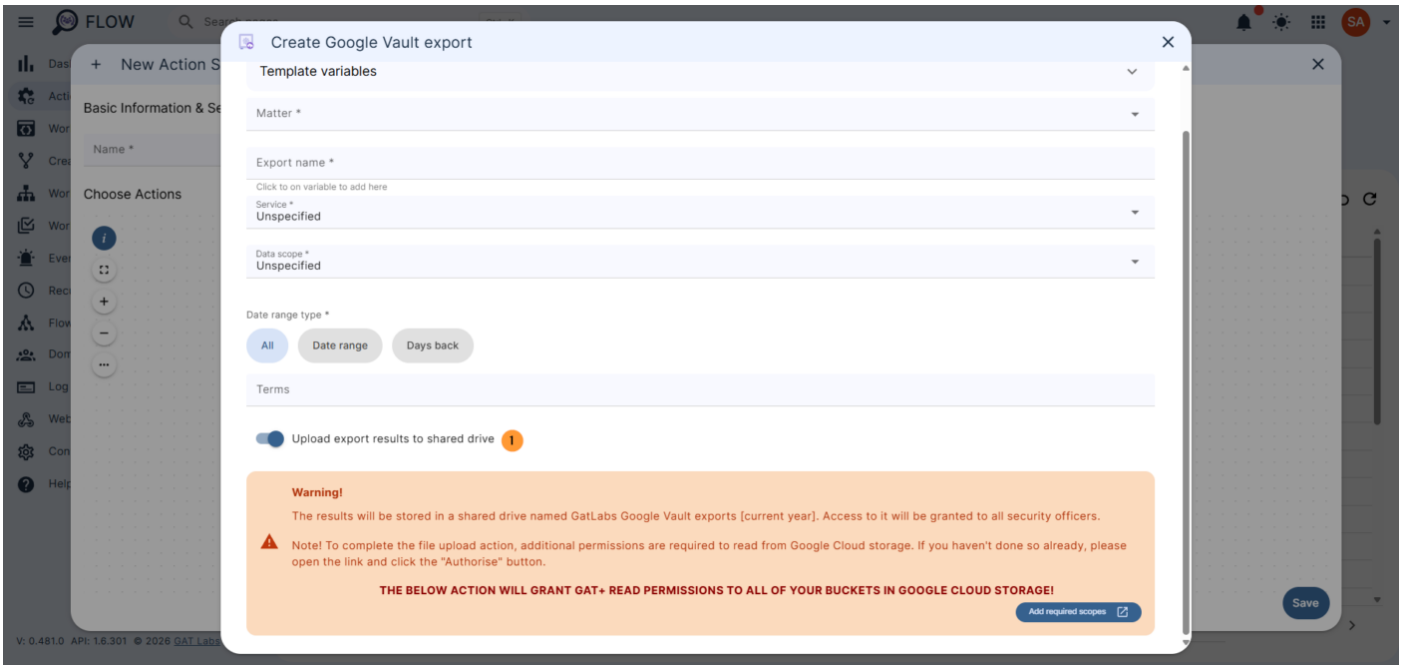
Additionally, it offers seamless access for searching and exporting data, ensuring compliance with your eDiscovery needs. However, one challenge with Google Vault is the limited timeframe to download exported data before it's automatically deleted. This manual process consumes valuable administrative time.

GAT Flow offers a solution by automating this process with just a few clicks.
***Note:** The entire process of configuring the Vault export is linked here.

Step-by-Step Guide to Google Vault Exports

To configure automatic uploading of **exports to a shared drive for the first time**, follow these steps:

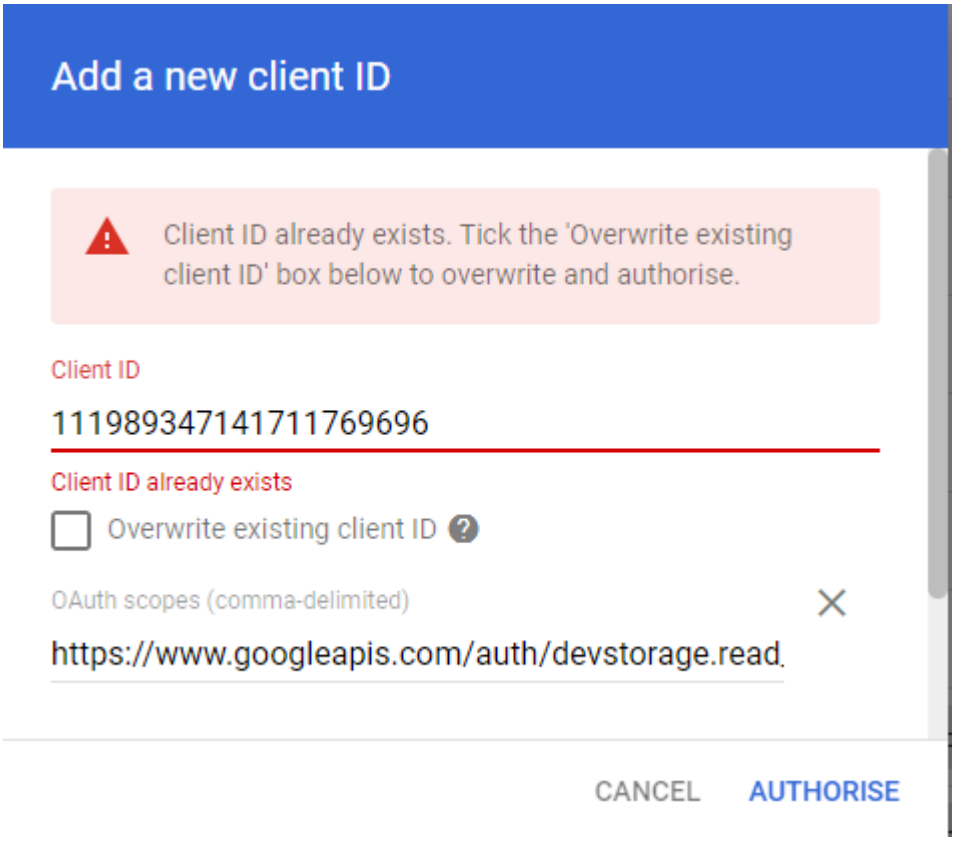
First, when you select the 'Create Google Vault export' action in GAT Flow, you will see the slider to **'Upload export results to shared drive'**. Turn that on.



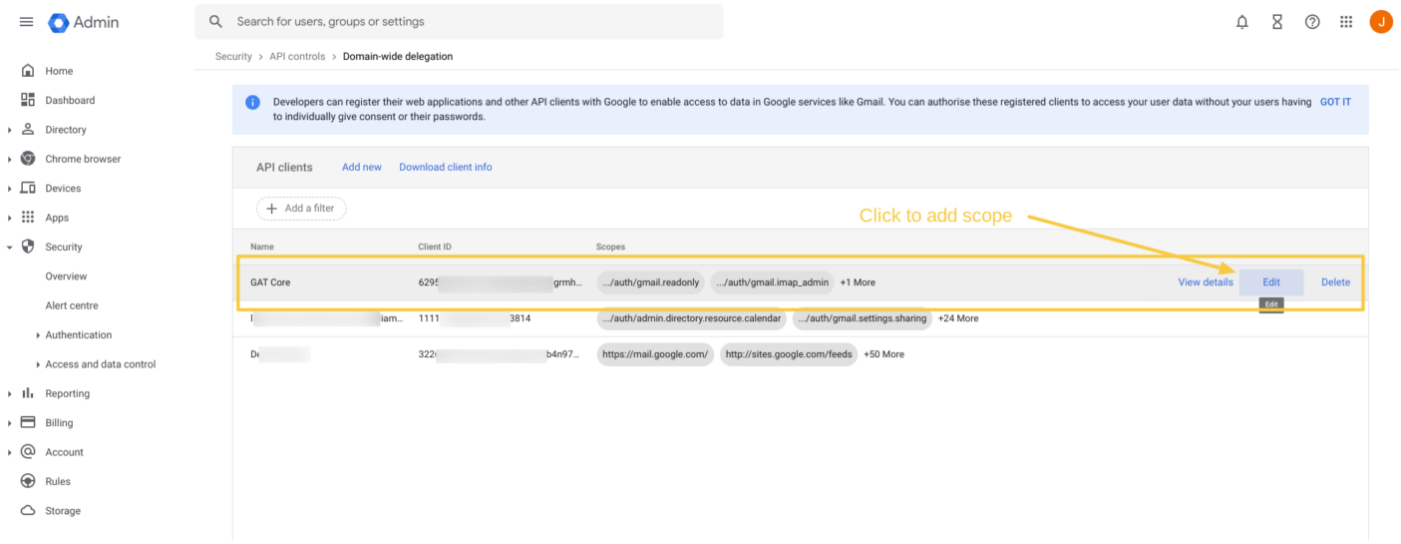
Sliding this over will display a warning. This warning is important the first time an admin does this export only.

The **'LINK'** in this message leads you to the Google Admin Console, where you will be asked to grant scopes.

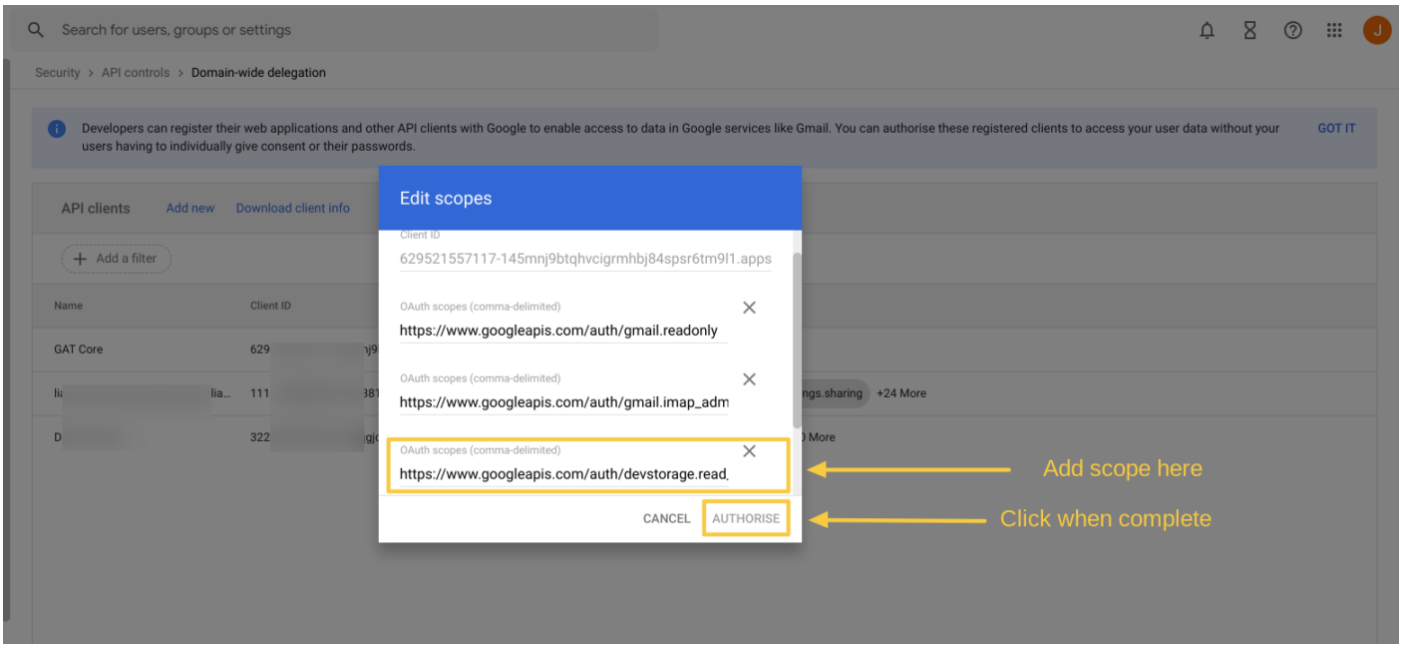
Then, the modal below will be presented. Click **'AUTHORISE'.**



If you cannot AUTHORISE, click 'CANCEL' and go to **GAT Core > Edit**, like the screenshot below.

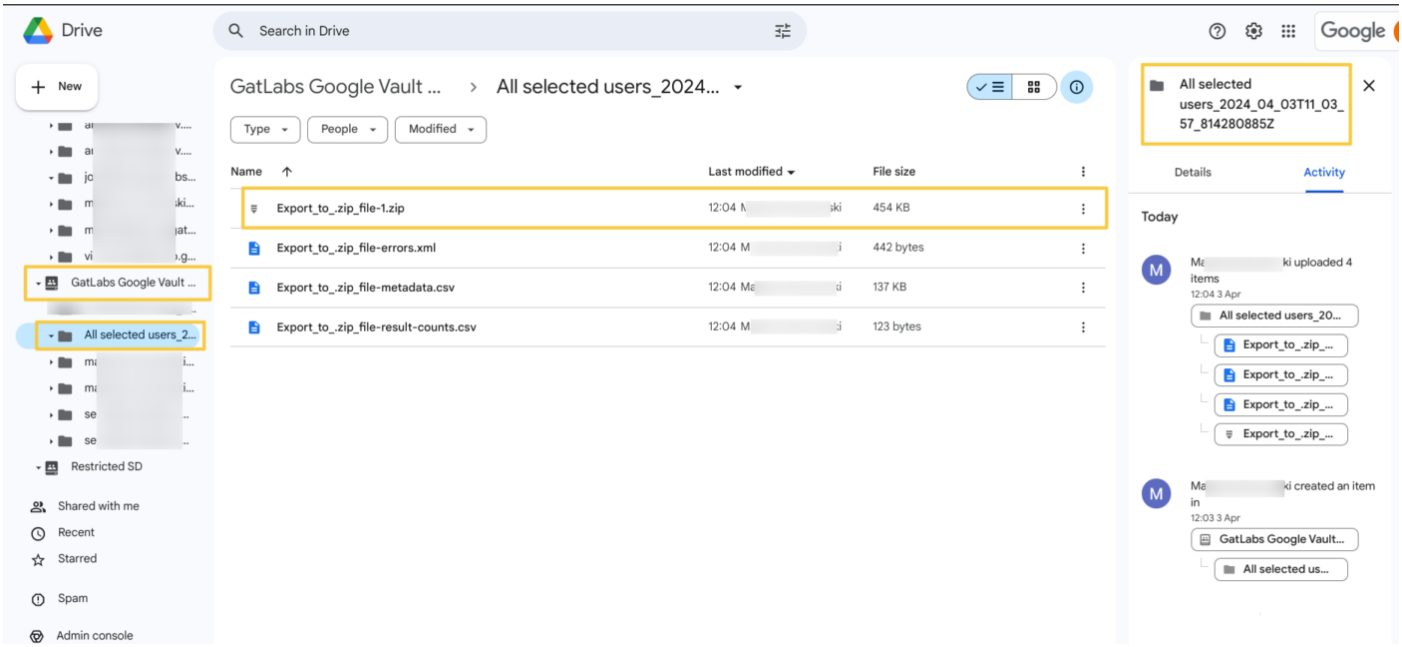


Add this scope to the list that appears - https://www.googleapis.com/auth/devstorage.read_only



Now, go back to GAT Flow and run your workflow.

After it runs, you will see a new Shared Drive in drive.google.com.



Again, this longer part of the process is only necessary the first time one of your admins wants to automate uploading the export to a shared drive. The process in the Admin Console will not be necessary after that.

Finally, you can also utilize this action as part of an Event or Recurring workflow if desired.

Summary

Setting up this initial authorization bridges GAT Flow and Google Vault for automated, worry-free compliance.

Now that the scopes are configured, future exports can be completely automated via Event or Recurring workflows, ensuring your critical data is securely preserved in a Shared Drive without any manual intervention.