⏱️ 15 MIN SETUP

Job Photos Straight to Google Drive With Zapier or Make, Sorted by Job

Part of our Small Business Automation guide: what to automate first and the 10 easiest wins.

The problem

Job photos sit on everyone's phone, get lost and can't be found when there's a dispute. Sending them automatically into a folder for each job keeps a clean record.

What you need (Google Drive plus Zapier or Make)

- Google Drive
- Zapier or Make
- A way to send photos (email to a set address, or a form)

Setup with Zapier

1. Create a Google Drive folder called Jobs.
2. Create a Zap with **Gmail, New Attachment**, filtered to emails sent to a dedicated address or with the subject 'JOB'.
3. Add **Google Drive, Create Folder** named after the job (from the subject line).
4. Add **Google Drive, Upload File** into that folder.
5. Email a test photo, then turn it on.

Setup with Make

1. Use **Gmail, Watch Emails** with attachments.
2. Add an iterator, then Drive create-folder and upload steps.
3. Turn it on.

Message template

Tell staff:

> Email job photos to [address] with the subject: JOB [job number] [address].

Consent and local rules

This is an internal message to you and your staff, not to customers. Only message staff on numbers or addresses they've agreed to use for work. This isn't legal advice.

FAQ

Can I use ServiceM8 instead?

ServiceM8 already stores photos against each job. Use this setup if you also want a copy in Google Drive, or if you don't use job software at all.

Is Google Drive storage enough for job photos?

It depends on your Google Workspace plan and how many photos you take. Check your storage in Drive settings, and upgrade or archive old

jobs if you get close to the limit.

How do staff send photos?

The simplest way is to email them to a dedicated address with the job number in the subject. Save the address in everyone's phone so it takes seconds on site.

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One-page checklist: Job photo upload to Google Drive

- ☐ Create a Google Drive folder called Jobs.
- ☐ Create a Zap with Gmail, New Attachment, filtered to emails sent to a dedicated address or with the subject 'JOB'.
- ☐ Add Google Drive, Create Folder named after the job (from the subject line).
- ☐ Add Google Drive, Upload File into that folder.
- ☐ Email a test photo, then turn it on.

Consent note: only message people who have contacted you or agreed to hear from you, and include a way to opt out. This isn't legal advice.

Full guide: https://www.automatequick.com/guides/job-photos-to-google-drive