

Microsoft OneDrive



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About OneDrive for Business at Syracuse University

What does OneDrive provide?

The ability to store your files in one place, share them with others, and get to them from any device connected to the Internet.

With OneDrive you can:

- View files and photos you store in OneDrive.
- Create albums of pictures for family and friends.
- Create documents on your computer and edit on your laptop, phone, or tablet.
- Share files and photos with others.
- Collaborate with friends on your Office documents at the same time.

What to know about OneDrive at Syracuse.

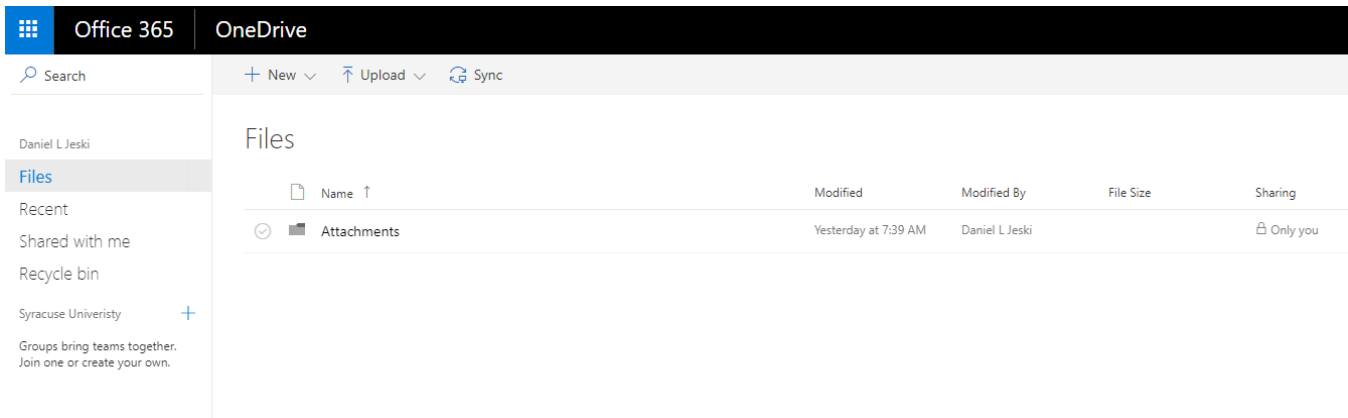
- Sharing - SU requires that sharing invitations be sent to an email address and also requires that that invitee that is not using a @syr.edu email address be able to receive a access code at the email address in order to access that shared files.
- Storage - SU currently limits the size of each user's OneDrive to 250GB in size.

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Accessing OneDrive on Windows or Mac OS

Sign-In to Office 365 - follow Sign-In steps and click on the OneDrive Icon

You should now see your OneDrive web interface.



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Getting Help

For support of the information above, contact the [ITS Help Desk](#) by calling at 315-443-2677, by emailing help@syr.edu, or by stopping into 1-227 CST.

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