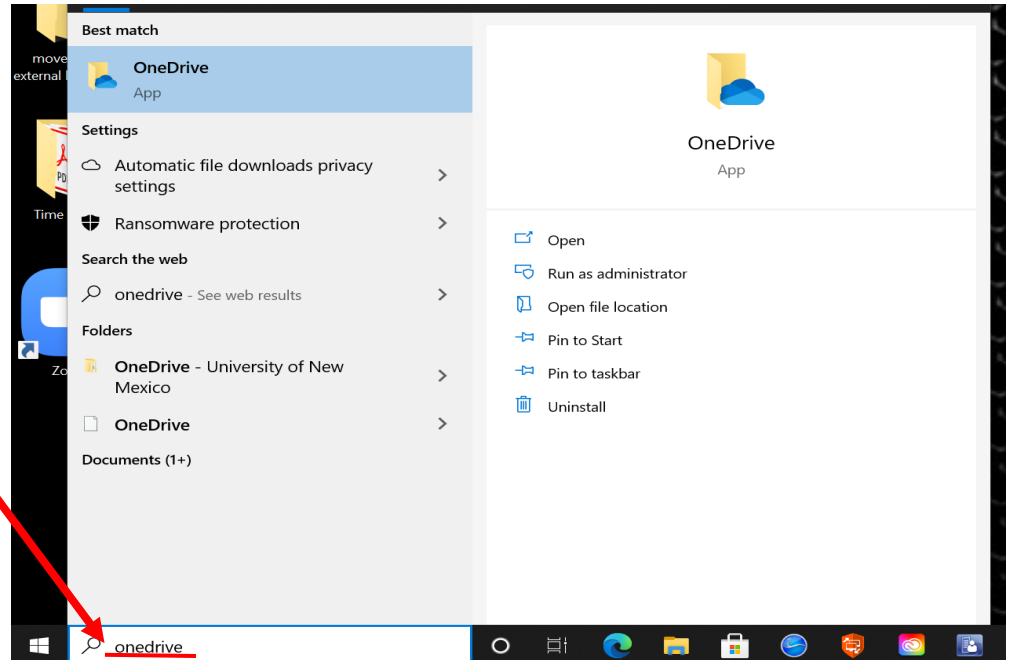
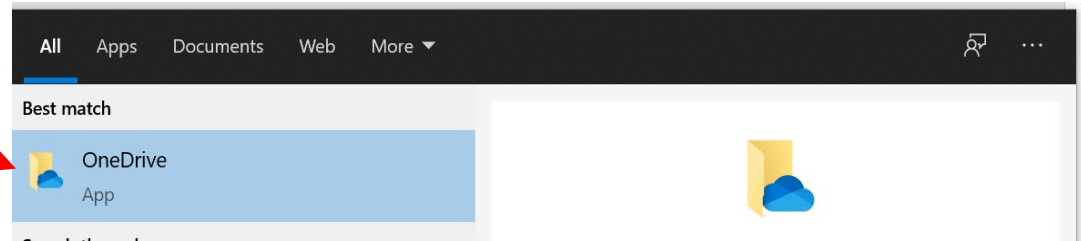


ONE DRIVE STEPS

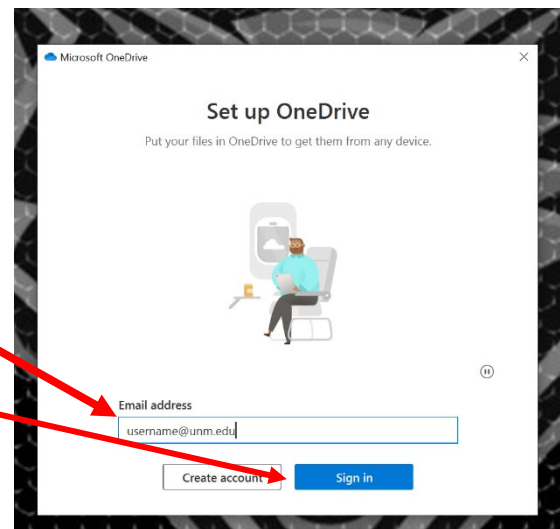
Step one: Go to Search Bar, Type “onedrive”



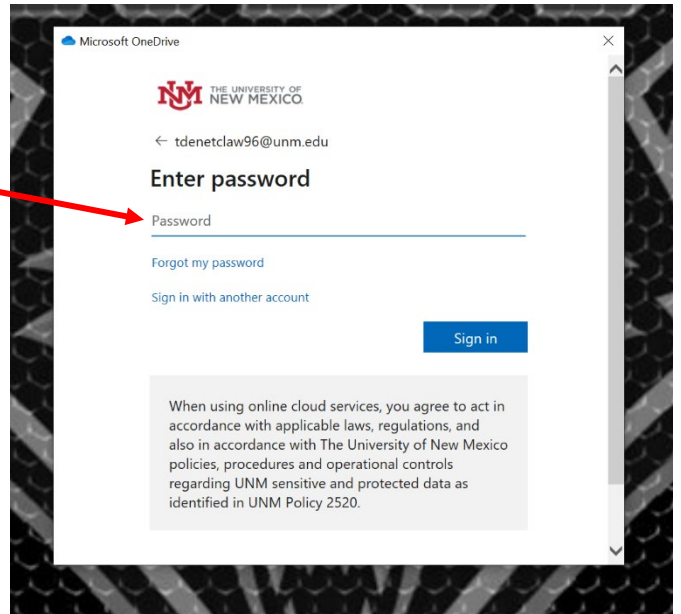
Step two: Click on the OneDrive



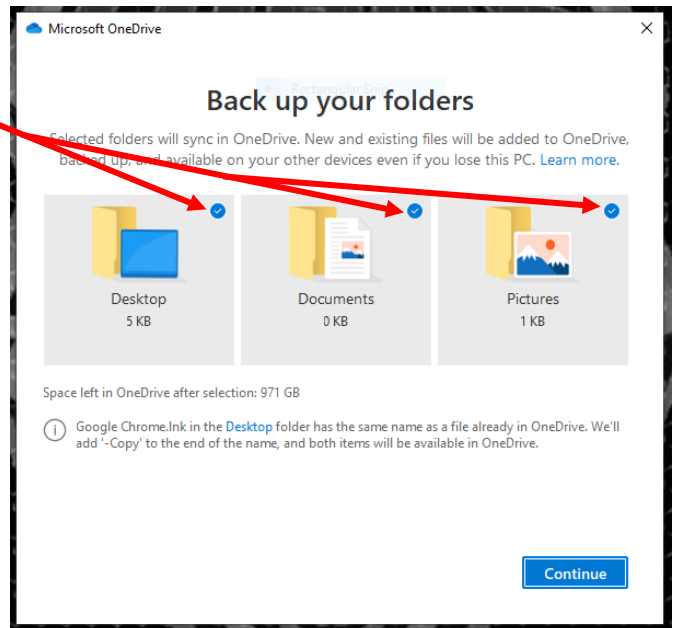
Step three: This window will pop up, please sign in with your **UNM email** in the empty box provided then click “sign in”



Step four: Make sure you see the UNM logo on top of this box, and then type in your **UNM PASSWORD** then click “sign in”

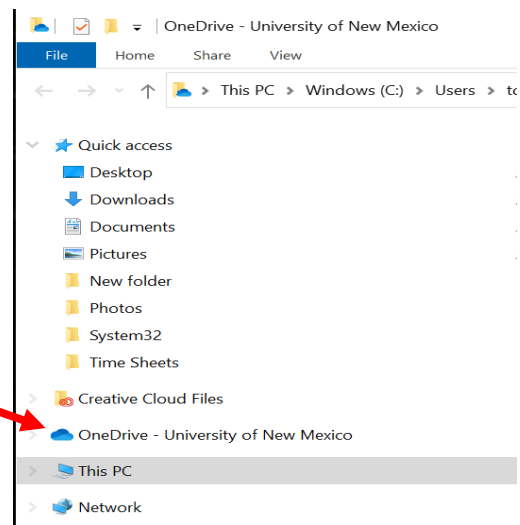
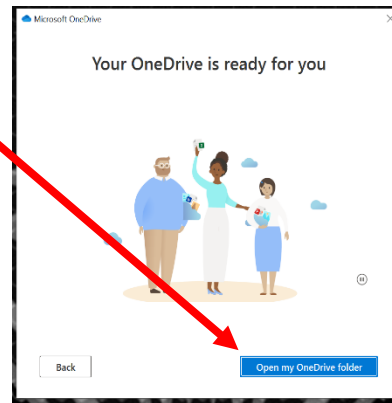
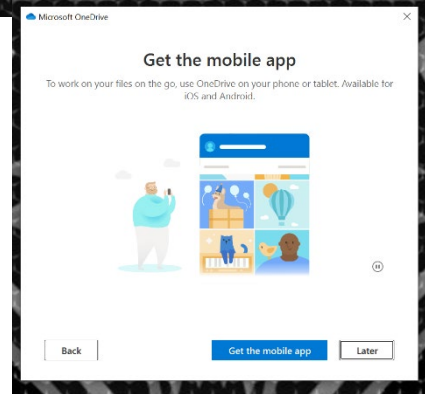
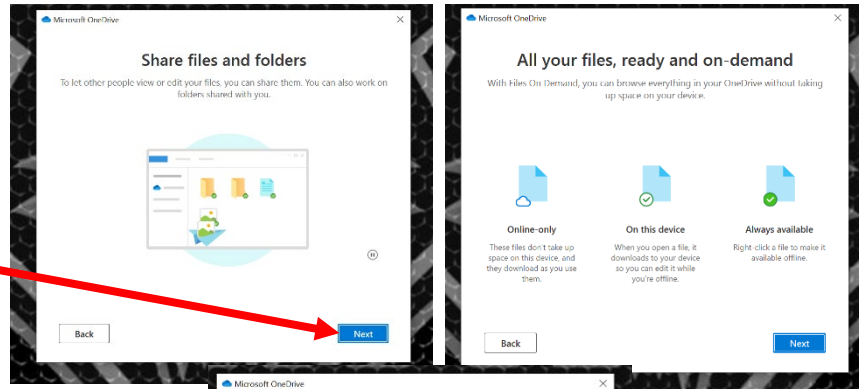


Step Five: Make sure the three boxes have the small blue check mark. Then click **Continue.**



Step Six: Click Next to the prompts, but also, they hold some good information about OneDrive!

Step Seven: Click on open my OneDrive folder



Last step:

Your folder should be on your File Explorer side bar, that says “**OneDrive-University of New Mexico**”

All Finished enjoy OneDrive!