

By Alexander Palazzo Monday, July 14, 2014

## Sync OneDrive for business on All Programs

1. Click on your smart menu in the lower left hand corner.



2. Next Click on all Programs and look for the folder that saids Microsoft Office 2013



3. Next Click on click on the software that saids OneDrive for business

Image: Source of the source			
Next a screen will pop up saying I	Ready to sync your OneDri	ve @ Rhode Island College	
Microsoft OneDrive for Business	17 100	10	
Ready to sync your https://emailric-my.sharepoint.co You'll find your documents under We'll save the library here: C:\Users\apalazzo_5558 Change Sync a different library instead	OneDrive @ Rhode m/personal/apalazzo_5558_emai	e Island College doo	cuments?
<u>81</u>		Sync Now	Cancel

5. The pop up Screen tells you where the save Library of all your document will be.

4.

Aicrosoft OneDrive for Business	
Ready to sync your OneDrive @ Rh https://emailric-my.sharepoint.com/personal/apalazzo_5558	ode Island College documents?
You'll find your documents under Favorites in Windows Evr	lorer
We'll save the library here:	iorer.
C:\Users\apalazzo_5558 Change	
Sync a different library instead	
	Sync Now Cancel

6. Click Syn now and you are ready to go